

PUBLIC COMMENT IS INVITED, CONCERNING A REPRESENTATIVE TOWN MEETING PROPOSAL TO REMOVE REFERENCES TO GENDER

FROM THE TOWN CHARTER AND CODE OF ORDINANCES

Darien is considering updating its official documents: the Town Charter, and the Town Code of Ordinances to eliminate all references to gender.

This means that a phrase currently in the Town Charter that now reads: "The town clerk shall also keep a record of receipts in his office in book form" would become : "The town clerk shall also keep a record of receipts in the town clerk's office in book form ..."

Another example would be: "The chairman of any standing committee may be removed from such office for failure to discharge properly his duties by the rules committee.." would become: "The chair of any standing committee may be removed from such office for failure to discharge properly their duties by the rules committee..."

Over 450 changes are to be made within 160 sections of the official documents. The changes were originally identified by a computer scan, and then analyzed, item by item, to prepare specific changes for each instance of a gender-specific phrase. All occurrences of the word "Chairman" will become "Chair."

Although the Charter has always contained the phrase "Words of one gender include all other genders," this project is being undertaken to edit the older sections of the text. With minor exceptions, none of Darien's amendments in the past 20 years have been gender-specific. This non-gender style of preparing documents is now in use in Congress as well as in State and local legislation.

The attached 60-page report the specifies each of the changes to be made follows several pages of reference materials. This report is available on the Town's web site (www.darienct.gov) and in hard-copy at the Town Clerk's Office at Town Hall.

Public comment regarding these changes may be given at either of two Public Hearings:

- in person at the Town Hall Auditorium on Monday, March 28th (7:30pm), or

- remotely, via an on-line session at 7:30pm on Tuesday, March 29th - using this link
<https://meet.goto.com/338039781>

In addition, comments may be sent by e-mail to the Town Clerk, at DarienRTM@DarienCT.gov

60 days after the Public Hearings are complete, the amendments to the Charter may be taken up by the RTM. Accordingly, this topic may appear on the Agenda of the June 6th meeting of the RTM. At that time the public will also be invited to comment on the resolution.

Questions prior to the Public Hearing may be addressed to DarienRTM@DarienCT.gov

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**EXECUTIVE SUMMERY: A PROPOSAL TO
REMOVE REFERENCES TO GENDER
FROM THE TOWN CHARTER AND CODE OF ORCINANCES**

At the June 21, 2021 Regular Meeting of the RTM a resolution was approved to undertake a project to remove references to gender in the Town Charter and Code of Ordinances.

The project is being conducted in two phases. In Phase I, which is now complete, the Municode service bureau identified over 400 gender-specific references within 130 difference sections of the Town's Charter and Code, and made initial recommendations for gender neutral rephrasing. Now, the Municode draft has been reviewed and edited by the RTM's Town Government Structure and Administration Committee (TGS&A), so as to prepare a consolidated and consistent report that lists the recommended changes. TGS&A has revised and improved upon many of the Municode recommendations.

It should be noted that any changes to the Town Charter must be the subject of a Public Hearing, with consideration by the RTM following by at least 60 days. This procedure will allow for public discussion and comment on the matter, which in this case will include the text of the Code of Ordinances as well as the Charter.

Should the RTM approve the implementation of the changes, then Phase II of the project will see the Municode service bureau apply the approved changes to the official copy of the Town Charter/Code, and make the revised text available for public reference on the Town's web-site.

The approved funding for this project was set at \$ 4,500. Phase I, which is now complete, was \$3,000, while Phase II, the updating of the files, based on RTM approval, will be accompanied by the final payment of \$1,500.

During the month of January all members of the TGS&A Committee analyzed the initial submission from Municode and consolidated their recommendations for presentation at a Public Hearing, prior to its submission to the RTM for approval.

The detailed 60-page report follows, accompanied by brief explanatory materials.

An extract from the Wikipedia article:

Gender-neutral language

Gender-neutral language or gender-inclusive language is language that avoids bias towards a particular sex or social gender.

In English, this includes use of nouns that are not gender-specific to refer to roles or professions, formation of phrases in a coequal manner, and discontinuing the blanket use of male terms.

For example, the words *policeman* and *stewardess* are [gender-specific job titles](#); the corresponding gender-neutral terms are *police officer* and *flight attendant*. Other gender-specific terms, such as *actor* and *actress*, may be replaced by the originally male term; for example, *actor* used regardless of gender.

Some terms, such as *chairman*, that contain the component *-man* but have traditionally been used to refer to persons regardless of sex are now seen by some as gender-specific.

Q & A topics related to the project

Q1 – How is the issue of gender addressed in the current Charter/Ordinances?

A1 – Section 1-3 of the Ordinances contains this phrase: “Gender. Words of one gender include all other genders.”

Q2 – Are we proposing to make changes exactly as suggested by Municode?

A2 – No. Municode returned a computer-prepared list of over 400 changes to the Charter/Code. Members of TGS&A have reviewed the entire list and revised many of the suggested entries, and have submitted the completed report for further review by Town Counsel, the public, and the full RTM.

Q3 – Will the title of “Selectman” be changed?

A3 – Not at this time, since there are a significant number of references to “Selectman” and “Selectmen” within the Town’s documents, and the term is frequently used within State documents. It is recognized, however, that when the State chooses to update their language, the topic may be revisited.

Q4 – Is this initiative related to any other community effort emphasizing inclusiveness?

A4 – No, it is an independent effort, available for consideration by the RTM.

Q5 – Is the State of Connecticut pursuing gender neutral language?

A5 – Yes, in April 2021 Governor Lamont signed Substitute for Senate Bill 759 – “An Act Concerning Gender Neutrality in the State Constitution.” This bill called for a task force to review and make recommendations regarding gendered language in the State’s Constitution. Their report is due to be published this Spring.

Q6 – Are other legislatures adopting this approach to the review of existing regulations and statutes?

A6 – Yes, Congress implemented a change last year and the States are proceeding as well. A partial list of States includes: Maine, Utah, California, New York, Illinois

Q7 – In this review of the text of the Town Charter/Code, are all the changes under consideration exclusively related to gender?

A7 – NO. It was the original intention of the TGS&A Committee to restrict changes to only gender-related text in the ordinances. However, as the review continued, several latent defects in the Charter/Code came to light. These changes have been included in the text now under review, and documented on an accompanying list, for reference. Examples of these changes are instances of misspelling and punctuation. The corrections relate only to the paragraphs included in this project, in that this effort is not a sweeping “clean-up” of the documents, which is beyond the scope of this project. All changes of this nature have been listed on an attached schedule.

Q8 – Will the recommended changes been reviewed by Town Counsel prior to the Public Hearing?

A8 – Yes. Town Counsel conducted a preliminary review at the beginning of the project, and will revisit the complete set of recommendations prior to their submission to the RTM.

Q9 – How will the comments received at the Public Hearing be addressed?

A9 – The TGS&A Committee will review all comments from the public, public officials and members of the RTM and revisit the mark-up of recommendations as appropriate.

Q10 – How will the public be able to review the 60-page listing of recommended changes?

A10 – A copy the report is available on the Town’s web-site (DarienCT.gov) and in hard copy at the Town Clerk’s Office.

Q11 – I am unable to attend either of the Public Hearings. How can I make my views known?

A11 – You may compose an e-mail addressed to DarienRTM@DarienCT.gov Your e-mail will be forwarded to the TGS&A Committee so that your views may be included with the testimony received at the Public Hearings.

Q12 – Has the issue of changing the term “manhole covers” been resolved?

A12 – No. The issue is addressed in two entries on the final page(s) of the report. The TGS&A Committee has entered the term “maintenance access holes” on the recommendation list – however the topic is very much of interest and the opinion of the public will be solicited, and considered, at the hearings.

Changes that are recommended that are NOT directly related to gender-specific references

Page 1: Charter Chapter II Town Clerk – remove “of the town” as redundant

Page 2: Officers and Elections – add “or member” for consistency in use of the phrase “officer or member”

Page 15: Code 50-36 Employee retirement – Definitions – substitute “employee” for “member”

Pages 17, 19, 20, 23: Code 50-77, 50- 92, 50-99, 50-182 Personnel – Use consistent capitalization of “Earlier Retirement Date” – as it is a defined term

Page 30: Code 50-260 Police Pension Fund Repayment of employee contributions add the word “accrued” to the sentence: “... plus three-fourths of the interest accrued on such sums as ...”

Page 33: Code 50- 264 Police Pension Fund Miscellaneous
Paragraph (1) final line: change spelling of “member” to “members”

Page 33: Code 50-264 Police Pension Fund Miscellaneous
Paragraph (4) tenth line: change spelling of “one tenth” to “one-tenth”

Page 34: Code 50-301 Police Pension Fund Benefit plan for spouses and dependents Definition of Service:
substitute “member” for “employee” in 4 occurrences

Page 35: Code 50-304 Benefit Plan for spouses and dependents
Paragraph (a): substitute “surviving spouse” for “spouse”

page 47: Appendix C - Sanitation
Add “the director’s authorized agent” – for consistency with prior sections

Commas (“,”) have been inserted in the following sections for clarity:

- page 16 – Code 50-61
- page 17 – Code 50-64
- page 19 - Code 50-96, paragraph (c) and (d)
- Page 23 – Code 50-168
- Page 49 – Appendix C, 1000-3
- Page 50 – Appendix C, 1000-7

Gender Neutralization Report for the Town of Darien Code of Ordinances

Code Section	Text	Context Change (If Needed)
Charter Chapter II - Officers and elections Section 3 - Canvass of electors, registry lists; polling places	(b) The registrars of voters shall make such registry lists of the electors of the town as are required by the provisions of the general statutes in the form provided therein, except that such lists shall designate the party affiliation, if any, of each elector, by a proper designation opposite his the elector's name. Such registry lists shall replace and may be used in place of any enrollment lists of the electors of the town in any party caucus or primary.	the elector's
Charter Chapter II - Officers and elections Section 6 - Appointive officers continued	(a) All appointments of town officials and members of such boards and commissions as are specified in or authorized by this Charter or Code of Ordinances shall be made by the board of selectmen unless otherwise specifically provided. Such appointments shall, so far as possible, be made in sufficient time prior to the expiration of a term of office to assure a continuity of service in such office, and each appointive official shall hold office until his a successor is appointed and has qualified.	a
Charter Chapter II - Officers and elections Section 10 - Compensation	(a) The town clerk of the town shall receive a salary in lieu of all fees and other compensation provided for by the general statutes. Said town clerk may appoint one or more assistant town clerks, subject to the approval of the board of selectmen, each of whom shall have the duties provided by law for such office and shall hold office under such appointment for a term which shall be no longer than the term of the clerk who appointed him the assistant . The fees or compensation provided by the general statutes to be paid to the town clerk shall be collected by such town clerk and he shall deposit all money collected by him be deposited in accordance with such provisions or the ordinances of the town with the town treasurer and, at the time of making each such	(omit 'of the town') the assistant be deposited

	<p>deposit, said town clerk shall file with said treasurer a full statement of such receipts and shall at such time furnish a copy of such statement to the board of selectmen. The town clerk shall also keep a record of receipts in his the town clerk's office in book form, which record shall show the names of each person from whom such money is received, the amount of the same and for what received. All expenses of the town clerk's office, including necessary clerical assistance, shall be paid by the town within the limit of the appropriation therefor.</p>	the town clerk's
<p>Charter Chapter II - Officers and elections</p> <p>Section 12 - Removals</p>	<p>(a) Any appointive officer or member of an appointive board or commission may be removed, for cause, by the board of selectmen; provided he such officer or member shall first be given notice in writing of the specific grounds for his their removal and an opportunity to be heard in his their own defense, personally or by counsel, at a public hearing before the board of selectmen, held not less than five nor more than ten days after such notice. Pending such hearing, he the officer or member may be suspended by the board of selectmen, with any compensation of his their office withheld; provided, if following such hearing he-is they are restored to office, such withheld compensation shall be paid to him them.</p> <p>***</p> <p>(c) Following a removal hearing, the board of selectmen shall order or affirm the removal of the officer or member or shall vote his their continuance in office.</p> <p>(d) Following a decision on any removal hearing, the officer or member affected or fifty electors of the town may appeal from the decision of the board of selectmen, by filing with the clerk of the town meeting his-or-their a petition requesting that the matter be referred to the representative town meeting. Notice of said matter shall be included in the notice of the next representative town meeting. The decision of the board of selectmen shall stand reversed if two-thirds of the representative town meeting membership votes in favor of such reversal.</p>	<p>such officer or member their their</p> <p>the officer or member their they are them</p> <p>or member their</p> <p>or member a</p>
Charter	(a) The first selectman, on behalf of the board of	

<p>Chapter III - Board of Selectmen</p> <p>Section 15 First selectman</p>	<p>selectmen and subject to its direction, shall supervise and direct the administration of all departments, agencies and offices in the charge of persons, boards or commissions appointed by the board of selectmen, except the police commission. He The first selectman shall be the purchasing agent of the town, subject to the rules of procedure contained in section 46 of this act.</p> <p>(b)The first selectman shall keep full and complete records of the doings of his the first selectman's office and shall report to the board of selectmen thereon at least quarterly or more often if requested, and shall recommend to the board from time to time such measures for their-[its] adoption as he the first selectman deems necessary or expedient.</p>	<p>The first selectman</p> <p>the first selectman's</p> <p>(omit "their [its]") the first selectman</p>
<p>Charter Chapter V - Board of Finance</p> <p>Section 22 - Procedure</p> <p>continued</p>	<p>The chairman chair shall preside at all meetings of the board, and in his the chair's absence a chairman chair pro tempore shall be chosen. At all meetings of the board, four (4) members shall constitute a quorum. The chairman chair may call a special meeting of the board at any time, on reasonable personal notice to the members thereof, or on written or printed notices sent to the residence of each member or mailed to each member by the clerk of said board at least twenty-four (24) hours before the time of such meeting.</p>	<p>chair</p> <p>the chair's chair</p> <p>chair</p>
<p>Charter Chapter VI - Department of Public Works</p> <p>Section 25 - Superintendent of public works</p>	<p>(a) For the execution of the functions specified in section 24 of this act, there shall be a superintendent of public works who shall be appointed by the board of selectmen for an indefinite term and who shall be a professional engineer registered in this state and possessing practical and technical qualifications for the duties of his said office.</p> <p>(b) The superintendent of public works shall be responsible to the board of selectmen and shall report to it through the first selectman. He The superintendent shall administer and supervise the department of public works and have charge and control of all buildings, material, apparatus and other equipment or property of the</p>	<p>said</p> <p>The superintendent p</p>

	<p>department or to which the functions of the department relate. He The superintendent shall be, ex officio, or shall appoint, the tree warden. He shall appoint his subordinates The superintendent shall appoint subordinates and employees and shall prescribe their duties and fix their compensation, within the appropriation for the department. Such superintendent shall, upon appointment and thereafter as often as may be necessary, certify to the board of selectmen the name of the employee acting as his an assistant. All bills relating to the department shall be certified by the superintendent or, in the event of the superintendent being absent or unable to perform the duties of his the office, by such assistant for the approval of the board of selectmen, and, when so certified and approved, shall be paid by the town treasurer upon the requisition of the superintendent or such assistant. The superintendent may make and enforce such reasonable rules and regulations not inconsistent with this act or general law as may be necessary to efficiently exercise all powers and duties imposed upon him or the department. He The superintendent shall furnish, at the request of the board of selectmen, such technical advice as is reasonably required relating to any function of the town or its government and shall perform such other reasonable and related duties as the board of selectmen may direct.</p> <p>(c) The superintendent of public works shall make or superintend the making of all surveys, maps, plans, drawings, specifications and estimates thereof relating to the functions specified in section 24 of this act. He The superintendent shall within the department of public works have custody of all maps of the town not specifically entrusted to any other department, commission, board or officer thereof, and shall maintain such maps and other records relating to the functions specified in said section 24.</p> <p>***</p> <p>(e) The superintendent of public works shall annually</p>	<p>The superintendent</p> <p>The superintendent shall appoint subordinates</p> <p>an assistant.</p> <p>the</p> <p>(omit 'him or')</p> <p>The superintendent</p> <p>The superintendent</p>
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	prepare a budget for the work of his department the department of public works to be submitted to the board of selectmen for inclusion in the selectmen's budget.	the department of public works
Charter Chapter VII - Park and recreation Section 28 - Condemnation for public parks and parkways	The town is authorized to take land, by condemnation proceedings, for the purpose of public parks and public parkways within its limits, and to lay out, improve and maintain the same. The board of selectmen, on its behalf, is authorized to acquire such land for such purposes. If it cannot agree with the owner upon the amount to be paid him for land thus taken, it may proceed to condemn such land in the manner set forth in section 48-12 of the general statutes [G.S. ;s; 48-12], as it may be amended; provided no land shall be taken for such purposes unless the town planning and zoning commission shall first have approved in writing the site to be taken and have certified that public necessity and public convenience require such taking.	(omit 'him')
Charter Chapter VIII - Building and zoning Section 30 - Building board of appeals	(a) The board of selectmen shall appoint a building board of appeals of five members, one member to be appointed for five years, one for four years, one for three years, one for two years, and one for one year; and thereafter each new member shall be appointed to serve for five years or until his a successor has been appointed. The term of each member so appointed shall commence on the second Monday of November in the year of his their appointment. One member of the board shall be a master plumber, one a master electrician, and each of the remaining members shall be a licensed professional engineer or architect, or a builder or a superintendent of building construction. At no time shall there be more than two members of the board selected from the same profession or business and at least one of the professional engineers shall be a licensed structural or civil engineer of architectural engineering experience. Each member of the board shall have had at least ten years experience in his their particular profession, for five years of which he they shall have been in responsible charge of work. During the absence of a member by reason of disability or disqualification, the board of selectmen shall designate a qualified substitute. Vacancies in the	a their their they

	board arising for any other reason shall be filled as provided in section 8.	
Charter Chapter XI - Finance and Taxation Section 44 - Assessor	(a) There shall be a single assessor for the town, who shall have all the powers, duties and rights conferred or imposed upon town boards of assessors. The assessor shall be appointed for a term of three years, commencing the second Monday in November in the year of his their appointment. 7-10- (b) In In the event of the temporary incapacity or inability of the assessor, the board of selectmen, by a majority vote, may designate any person employed in the office of the assessor to act in his their place during the period of his their incapacity or inability to act, but only for a single period of not more than three months. The person so designated shall, during the period of his their appointment, have and exercise all the powers, duties and rights of the assessor. All such designations shall be signed by the first selectman.	their their their their
Charter Chapter XII - Purchasing, contracting and expenditures Section 46 - Purchasing, contracting and expenditures	(b) With the exception of the board of education, all town boards, commissions, departments, offices and agencies are to submit requisitions to purchase, lease, contract for or otherwise acquire goods, work or services (an "acquisition or contract") in writing and in such form as the board of selectmen may prescribe. A requisition is not valid until it is endorsed by the town finance director or his or her their designee.	their
Charter Chapter XIII - Representative Town Meeting Section 53 - Special town meetings	Special town meetings may be convened by the moderator on his at the moderator's own initiative, and shall be convened by him the moderator within ten (10) days after he the moderator receives a written request from the first selectman, or after he received the moderator receives a petition, signed by no fewer than fifty (50) electors of the town. Such petition shall conform to the requirements for petitions set forth in section 7-9 of the General Statutes of Connecticut [G.S. ;s; 7-9]. In addition, such	at the moderator's the moderator the moderator the moderator receives

	request or petition shall state clearly the item or items of business to be considered at such special town meeting. In the absence or disability of the moderator, such special town meeting shall be convened by the town clerk within ten (10) days of his the moderator receiving such a request or petition or a duplicate copy thereof.	the moderator
Code of Ordinances		
Code 2-31 Quarterly town agency meetings and reports	(c) Meetings shall be presided over by the first selectman or, in his the first selectman's absence, by the acting first selectman. (d) Meetings shall be open to the public, but the chairman at his at the chair's discretion may also hold closed or executive meetings as permitted under the Freedom of Information Act (G.S. ;s; 1-200 et seq.).	the first selectman's at the chair's
Code 2-303 Article V - Code of Ethics Confidential Information	No office-holder or employee shall, directly or indirectly, unnecessarily disclose information concerning the affairs of the town; nor shall he use such information to advance the financial or other private interest of himself or others of such person or of others .	(omit 'shall he') of such person or of others
Code 2-304 Article V - Code of Ethics Gifts and favors	(a) No office-holder or employee shall accept, directly or indirectly, any favor, service, or gift of substantive value from any person who or any interest which, to his their knowledge, has or may have direct or indirect business dealings with the town. (b) No office-holder or employee shall, by reason of his their status, accept or endeavor to obtain, directly or indirectly, preferential treatment from any private citizen, business enterprise, or other office-holder or employee. (c) No office-holder or employee shall, in the discharge of his their duties, grant any preferential treatment to any person or interest beyond that which is properly available to all other persons or interests.	their their their
Code 2-305 Article V - Code of Ethics	(a) No office-holder or employee having substantial financial interest, direct or indirect, in any transaction with the town or in any action to be taken by the town	

Conflict of interest relating to business with the town	shall use his their office to exert his their influence or vote on such transaction or action. (b) Any office-holder or employee having financial or other private interest, direct or indirect, in any transaction with the town or in any action being considered by the town and who participates in discussion with or gives any opinion to any town agency shall disclose on the records of such agency the nature and extent of such interest and shall state for the record why he feels they feel free to participate and/or vote despite the appearance of a possible conflict of interest.	their they feel
Code 2-306 Article V - Code of Ethics Conflict of interest in representing private interests; exception	(a) No member of an elective or appointive town board or commission shall appear in on behalf of a private interest other than his their own before any elective or appointive town board or commission of which he they are is a member. (b) No former office-holder or employee shall appear in on behalf of a private interest other than his their own on as to any matter before the governmental body with which he has they have been associated until one year after he has they have left that body, but this subsection shall not apply to town counsel.	on their they are on their as to they have they have
Code 2-308 Article V - Code of Ethics Advisory opinions; complaints; investigations; hearings	(a) The board of ethics shall receive complaints of alleged violations of this article and shall, upon such written and signed complaint or on its own initiative, investigate such alleged violations and may hold hearings thereon; provided, however, that the board shall promptly hold a hearing at the request of any person whose action is alleged to violate this article. Such hearing shall afford such a person the opportunity to question anyone complaining of his their actions and to meet and answer any complaint made of such actions.	 their
Code 5-10 Alarm systems Lien on property	Any person or entity who has a judgment entered against him them for more than \$1,000.00, is subject to a lien on his their property for the amount of the judgment plus fees and costs, as provided by the General Statutes.	them their
Code 10-32 Horses	The provisions of this article may be enforced by the building official and his their deputy, officials of the	their

Enforcement provisions	department of health or the police department, who shall have the authority to issue summonses for violations of this article.	
Code 10-37 Horses Report of sick or diseased horse required; order to examine horse; cost	Owners or keepers shall immediately report to the department of health any serious sickness or disease or illness of horses. If by virtue of any such report or other information the director of health has reason to believe that an animal is afflicted by illness transmissible to human beings, he the director shall have authority to require an examination of such animal by a doctor of veterinary medicine. The expense of such an examination shall be borne by the owner of the animal.	the director
Code 10-52 Dogs Control of dogs in public places	(a) Leashing and conduct in public places. Except in a dog run established by the town or any private entity, no owner or keeper shall bring any dog onto any public street, sidewalk or any other public property unless the dog is on a leash or lead that is no more than 25 feet and under the control of its owner or keeper at all times. No owner or keeper shall allow any dog under his their supervision to dig up, mutilate, deface or destroy any public properties.	their
Code 22-78 Environment Notice to abate	Whenever the building official finds that a nuisance exists, he the building official shall cause to be served upon the owner, agent or occupant of the property on which the nuisance is located, or upon the person causing or maintaining the nuisance, a written notice to abate as provided in section 22-79.	the building official
Code 22-79 Environment Contents of notice	(5) A statement informing the recipient of his their right to request a hearing under section 22-84 and the date by which the recipient must do so, and the name and the business address or the officer to whom the request for a hearing should be directed;	their
Code 22-80 Environment Method of service	The notice to abate shall be served by registered mail addressed to the owner at his the address as shown on the tax records of the town.	the
Code 22-82 Environment Collection of	The town clerk shall mail a statement of the total cost to the person failing to abide by the notice to abate and if the amount shown by the statement has not been paid within	

abatement cost	one month, he the town clerk shall certify the costs to the town tax collector and it shall then be collected with, and in the same manner as, general property taxes.	the town clerk
Code 22-84 Environment Request for hearing and appeal	(b) At the conclusion of the hearing, the hearing officer shall render a written decision as to whether a nuisance exists setting forth his the reasons therefor. If he finds that a nuisance exists is found to exist , the hearing officer shall order it abated within an additional time which must be reasonable under the circumstances. An appeal from this decision may be had by promptly filing a written notice of appeal with the building official or his the building official's delegate. This appeal will be heard before the board of selectmen at a time and place fixed by the board. The findings of the board shall be conclusive unless appeal therefrom is taken to the superior court within 14 days of the board's mailing of a written notice of its finding, which mailing shall be by registered mail. If a nuisance is found to exist, it shall be ordered abated within a time reasonable under the circumstances.	the is found to exist the building official's
Code 26-32 Fire prevention and protection Open burning Denial and term	When the fire marshal deems that the public safety of the town may be jeopardized by fires in the open air, he the fire marshal may deny any application for a fire permit for such period of time as he believes advisable or he may limit the duration of the permit believed advisable or the duration of the permit may be limited . No permit shall be issued for a period in excess of 30 days.	the fire marshal believed advisable or the duration of the permit may be limited
Code 26-54 Fire prevention and protection Fire Lanes Establishment	(a) Notice. Whenever the fire marshal shall determine that the reasonable safety of persons occupying or using any premises open to the public requires the establishment of a fire lane for orderly access of fire and other emergency equipment, he the fire marshal shall establish such fire lane by written order and cause to be made public announcement of such fire lane establishment. He The fire marshal shall cause a copy of such order to be delivered to the owner or owners, or agents thereof, of any premises open to the public on which such fire lane is established.	the fire marshal The fire marshal
Code 26-55	Whenever the fire marshal establishes a fire lane, he the	the

Fire prevention and protection Fire Lanes Filing of referrals	fire marshal shall file a copy of his the order with the town clerk and a copy with the police department, fire department, the planning and zoning commission, and with the department of public works.	fire marshal the
Code 26-57 Fire prevention and protection Fire Lanes Delineation	Upon establishment of a fire lane, the fire marshal shall cause to be erected or installed adequate signs, markings and other devices to delineate the fire lane in accordance with the regulations hereinafter set forth in section 26-58. When such signs, markings and other devices are to be erected or installed on premises open to the public which are not municipally owned, the installation shall be made by the owner at his their own cost and expense as determined by the traffic authority under G.S. ;s; 14-311b and any other pertinent sections of the General Statutes, and shall be done in accordance with the standards in this article.	their own
Code 30-67 Clam harvesting Application; limit on "take"	(2) The applicant must have been an actual resident of the town for a continuous period of not less than 30 days prior to his making an application for a permit, or a taxpayer of the town, or be qualified under section 30-68;	making an
Code 30-68 Clam harvesting Issuance to Stamford residents	During each year in which the harvesting of clams is not permitted within the territorial limits of Stamford, and while an agreement between Stamford and the town is valid and operative under which Stamford is accepting and treating sewage from the town, clamming permits for the waters of the town, up to a total of not more than half the number of such permits issued during the preceding fiscal year to town residents, shall be held by the board of selectmen for issuance in the town to residents of Stamford, providing the applicant applies in person and he has been an actual resident of Stamford for a continuous period of not less than 30 days prior to his their application for a permit.	(omit 'he') application
Code 46-36 (b) Peddlers and Solicitors Required; application; identification	(3) The name, address, and phone number of the employer of such person, if any, by whom he is employed;	employer of such
Code 46-38	(a) Upon compliance by the applicant with the provisions	forth: the

<p>Peddlers and solicitors Issuance; contents; investigation of applicant</p>	<p>of section 46-36, the police department shall thereupon issue a license, within a period of seven (7) business days, which shall set forth the name and address of the applicant and of his employer, if any, the nature of the goods, wares or merchandise which he intends to sell, and the period during which the applicant may sell which shall not exceed the timeframe selected on the application. forth: the applicant's name and address; the applicant's employer's name and address, if any; the nature of goods, wares, or merchandise which the applicant intends to sell; and, the period during which the applicant may sell such goods, which shall not exceed the timeframe selected on the application.</p> <p>(b) The police department shall not be required to grant such permission to any person who shall have been convicted of any crime or misdemeanor involving moral turpitude or of any violation of this chapter, and further provided the chief of police or some member of the police department designated by him the chief of police may defer the issuance of a license, pending investigation, for a period not to exceed seven (7) days.</p>	<p>applicant's name and address; the applicant's employer's name and address, if any; the nature of goods, wares, or merchandise which the applicant intends to sell; and, the period during which the applicant may sell such goods, which shall not exceed the timeframe selected on the application.</p> <p>the chief of police</p>
<p>Code 46-40 Peddlers and solicitors Badge</p>	<p>Each person so licensed and so exercising his vocation shall have in his possession, this vocation shall possss, at all times, a badge furnished by the chief of police with the words "licensed peddler," photograph, the number of such license, and the timeframe in which such license is in force, in numerals plainly inscribed thereon; such badges to be furnished by the chief of police to the person so licensed.</p>	<p>this vocation shall possess</p>
<p>Code 46-78 Peddlers and solicitors Conduct of solicitor; order receipts</p>	<p>(1) The solicitor shall conduct himself themself at all times in an orderly and lawful manner;</p> <p>***</p> <p>(7) The solicitor shall immediately, without question, vacate any residence or premises of a person so solicited, if the person so solicited indicates that he or she does they do not wish to engage in business with said</p>	<p>themself</p> <p>they do</p>

	solicitor.	
Code 46-91 Peddlers and solicitors Registration required	It shall be unlawful for any person over sixteen (16) years of age to solicit orders of purchase for future delivery of any goods, wares or merchandise, including magazines and other printed matter, from door to door or on any street or highway within, or by telephone from and within, the town, without first registering with the police department of the town and having his their credentials stamped as provided in this division. Registration shall not constitute a permit to enter privately policed areas.	their
Code 46-93 Peddlers and solicitors Credentials- Stamping; contents; investigation of applicant	<p>(a) Upon compliance by the applicant with the provisions of section 46-92, the police department shall thereupon stamp the credentials of the applicant, which credentials shall set forth the name and address of the applicant and his their employer, if any, the nature of the goods, wares or merchandise for which orders are to be solicited, and the period during which the applicant may solicit orders shall not exceed the timeframe selected on the application.</p> <p>(b) The police department shall not be required to grant such permission to any person who shall have been convicted of any crime or misdemeanor involving moral turpitude or of any violation of this chapter; and further provided the chief of police or some member of the police department designated by him the chief of police may defer approving and stamping the credentials of any applicant, pending investigation, for a period not to exceed seven (7) days.</p>	<p>their</p> <p>the chief of police</p>
Code 46-94 Peddlers and solicitors Same - Nontransferable; scope of authorization; exhibiting	Stamped credentials shall be nontransferable and shall entitle the holder thereof, for the period indicated therein, unless revoked, to solicit orders within the town for the purchase of the goods, wares or merchandise specified in his the application; provided the holder shall have his their stamped credentials in his their possession at all times with the issued badge in a plainly visible location on the outermost garment while soliciting orders and shall exhibit the same at any time upon the request by any police officer of the town or any purchaser	<p>the</p> <p>their their</p>

	or prospective purchaser.	
Code 46-142 Peddlers and solicitors Credentials - Issuance; investigation of applicant	<p>(a) Upon compliance by the applicant with the provisions of section 46-141, the police department shall thereupon stamp the credentials of the applicant, which credentials shall set forth the name and address of the applicant and of the organization or institution which he represents they represent, and the period during which funds are to be solicited, which period shall not exceed one (1) year.</p> <p>(b) However, the police department shall not be required to stamp such credentials of any person who shall have been convicted of any crime or misdemeanor involving moral turpitude or of any violation of this chapter, and further provided the chief of police or some member of the police department designated by him the chief of police may defer approving and stamping the credentials of any applicant, pending investigation, for a period not to exceed seven (7) days.</p>	<p>they represent</p> <p>chief of police</p>
Code 46-143 Peddlers and solicitors Same - Nontransferability; scope; exhibiting	Stamped credentials shall be nontransferable and shall entitle the holder thereof, for the period indicated therein, unless revoked, to solicit funds within the town; provided the holder shall have his their stamped credentials in his their possession at all times while soliciting funds and shall exhibit the same at any time upon request by any police officer of the town or any contributor or prospective contributor.	<p>their</p> <p>their</p>
Code 50-36 Personnel - Employee retirement program Definitions	<p>Average annual compensation means the average of the employee's compensation for the highest three-year period out of the last five years immediately preceding the date of computation. In the event the employee has not completed three years of service on the date of computation, his their average annual compensation shall be the annual average of his their annual compensation for his the period of employment.</p> <p>***</p> <p>Credited service means the period of a member's service, except that in no cases other than those of military service shall periods of service during which a member</p>	<p>their</p> <p>their annual</p> <p>the</p>

	<p>does not receive compensation from the town be included in the computation of credited service, provided that credited service for a member who became eligible as a result of the elimination of the age 55 maximum age limitation effective January 1, 1979, and who did not decline to join the plan shall not include any portion of his their service prior to his their date of plan membership.</p> <p>***</p> <p>Service means the period of employment as an employee as shown on the payroll records of the town commencing on the date of the employee's last employment and continuing to the date of his the employee's death, retirement or termination of such employment. Service shall include any period of time an employee shall be or has been on an authorized leave of absence, and:</p> <p>roll;</p> <p>(1) The The period or periods during which the employment of such employee by the town shall be interrupted by military service, either voluntary or involuntary, provided such member does not reenlist in military service upon the completion of his the employee's tour of duty;</p> <p>***</p> <p>Total and permanent disability means the continuation of a physical or mental condition arising as a result of injury or disease, either occupational or nonoccupational in cause, which on the basis of medical evidence satisfactory to the committee totally and permanently prevents an employee included in the plan from engaging in his their occupation with the town and for which he is they are eligible to receive disability benefits under the social security act; however, "total and permanent disability" shall exclude disability resulting from any of the</p>	<p>their their</p> <p>the employee's</p> <p>the employee's</p> <p>their they are</p>
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	<p>following on the part of the employee:</p> <p>to</p> <p>(1) Service in the armed forces of any country for which a government disability is payable;</p> <p>to</p> <p>(2) Chronic alcoholism or addiction to narcotics;</p> <p>to</p> <p>(3) Engaging in a felonious criminal act; or</p> <p>to</p> <p>(4) An attempt to bring about the their own injury or illness of himself or or that of another person.</p>	<p>their own or that of</p>
<p>Code 50-53 Personnel Employee retirement plan Election of one employee to town pension board</p>	<p>Annually, during the month of May, the town shall conduct an election among all persons employed by the town who are covered by the pension plan for the purpose of electing one such person as a member of the pension board for a term of two (2) fiscal years beginning the ensuing July 1. In the event the person so elected fails to complete his or her their term, the town shall, in the month immediately following the incumbent's departure, conduct an election to choose a replacement for the balance of the term from among the persons covered by the pension plan.</p>	<p>their</p>
<p>Code 50-61 Personnel Employee retirement plan Participants</p>	<p>Each employee of the town on June 30, 1971, who was a participant shall become a member as of the effective date, provided he transfers his that they transfer their former plan allocation as of the effective date to the trustee for deposit in the fund to the use and ultimate disposition as provided herein, and his their prior consent to the deduction from his their salary of the contributions required under the former plan and his their prior designation of a beneficiary under the former plan shall continue in force and effect subject to the provisions of this plan.</p>	<p>(insert ",") provided that they transfer</p> <p>their their their</p>
<p>Code 50-62 Personnel</p>	<p>Each other employee of the town on June 30, 1971, shall be eligible for membership in the plan on the effective date</p>	

Employee retirement plan Other employees as of the effective date	provided he has the employee has not attained the age of 55 years at such time and provided he shall have the employee has filed an application for membership with the retirement plan committee within such time as the committee may prescribe.	the employee has the employee has
Code 50-63 Personnel Employee retirement plan Future employees	Each employee of the town shall be eligible for membership in the plan on the first day of the month following the date of his their employment, provided that he shall they have filed an application for membership with the retirement plan committee within such time as the retirement committee may prescribe and complies have prescribed and that they have complied with the committee's requirements.	their they have prescribed and that they have complied
Code 50-64 Personnel Employee retirement plan Membership required	<p>(a) Except as provided in subsections (b) and (c) of this section, every eligible employee shall be required to join the plan; provided, however, that each eligible employee employed in the school lunch program may decline to join the plan as of the date he is they are first eligible to join. Such election may be made within six months of the date he is they are first eligible to join the plan or prior to December 31, 1971, whichever is the later. In the event an employee declines to join the plan he , they may not join the plan at any future date as an employee employed in the school lunch program, and if eligible to join the plan as an employee of any other department of the town, he they shall not be eligible for benefits based on service as an employee of the school lunch program.</p> <p>***</p> <p>(c) Any employee who had previously been disqualified from membership because he was they were, at the time of hire, within five years of his their normal retirement date, shall no longer be disqualified from membership for such reason, provided that any such employee may decline to join the plan if such election is submitted in writing to the town administrative officer within two months after the date of approval of this subsection by the representative town meeting. Such employees who do not so</p>	<p>they are</p> <p>they are</p> <p>(insert ",") , they</p> <p>they</p> <p>they were their</p>

	decline to join shall contribute to the plan retroactively to their respective dates of membership (i.e., the first day of the month following their respective date of hire) at the rate set forth in section 50-116, plus interest at a rate to be determined by the retirement plan committee.	
Code 50-76 Personnel Employee retirement plan Normal retirement date	The normal retirement date of a member shall be the earlier of the first day of the month following the completion of 35 years of service, or the first day of the month coinciding with or next following his their 65th birthday, or the completion of five years of service, whichever is later.	their
Code 50-77 Personnel Employee retirement plan Earlier Retirement Date	Any member who has attained his their 55th birthday and completed five years of service may elect to retire as of the first day of any month thereafter, hereinafter termed " earlier retirement date Earlier Retirement Date ," and, at his their option, commence to receive his their benefit commencing on such earlier retirement date Earlier Retirement Date or the first day of any subsequent month but not later than his their normal retirement date.	their their their their
Code 50-78 Personnel Employee retirement plan Deferred retirement date	A member other than an elected official of the town may remain in active employment after his their normal retirement date.	their
Code 50-79 Personnel Employee retirement plan Disability retirement date	In the event a member ceases active employment because of total and permanent disability after completion of ten years of service, his their disability retirement date shall be the first day of the month following the date such member has been deemed by the retirement plan committee to be disabled; provided, however, that in the event such total and permanent disability is a service connected disability the ten-year service requirement shall be waived.	their
Code 50-91 Personnel Employee retirement plan Retirement at normal	(a) The annual retirement benefits of a member who retires on his their normal or deferred retirement date shall be equal to 1.25 percent of his their average annual compensation not in excess of 50 percent of the taxable wage base immediately prior to his their normal retirement	their their their

or deferred retirement date	date or deferred retirement date, whichever is applicable, plus 2.4 percent of his their average annual compensation which is in excess of 50 percent of such taxable wage base multiplied by his their years of credited service to his their normal retirement date or deferred retirement date, whichever is applicable. The 1.25 percent factor and the 2.4 percent factor in the preceding sentence shall be subject to periodic changes as follows:	their their their
Code 50-92 Personnel Employee retirement plan Retirement at Earlier Retirement Date	The annual retirement benefit of a member who retires on an earlier retirement date Earlier Retirement Date and who elects to have retirement benefits commence on his their normal retirement date shall be computed in accordance with section 50-91 as though such earlier retirement date Earlier Retirement Date were his their normal retirement date. In the event a member elects to have retirement benefit payments commence prior to his their normal retirement date, such retirement benefit shall be computed as though it were to have commenced on his their normal retirement date, but shall be reduced by one-third of one percent for each month the date payments commence precedes his their normal retirement date; provided, however, that such reduction shall not be applicable if the sum of the member's age and the number of years of credited service equals at least 80 and he the member has attained the following age:	their their their their their their the member
Code 50-93 Personnel Employee retirement plan Retirement at disability retirement date	In the event a member retires on a disability retirement date, his their annual disability retirement benefit, payable commencing on his their disability retirement date, including any workers' compensation benefit which may be payable to such member, shall be computed in accordance with section 50-91 as though such disability retirement date were his their normal retirement date.	their their their
Code 50-95 Personnel Employee retirement plan Payment of benefits - normal form of payment	(b) Upon the death of a member receiving retirement benefit payments, his their beneficiary, or his their surviving spouse or dependent children shall be entitled to receive the death benefit set forth in this division.	their their
Code 50-96	(a) Disability benefit payments equal to 1/12 of the	

<p>Personnel Employee retirement plan Same - disability benefit</p>	<p>member's disability benefit shall be made monthly commencing on the member's disability retirement date and continuing to the earliest of his their normal retirement date, date of recovery, or date of death.</p> <p>(b) Upon the death of a member receiving disability benefit payments, his their beneficiary, or his their surviving spouse or dependent children shall be entitled to receive the death benefit set forth in this division.</p> <p>(c) Upon a member's normal retirement date, payment of a monthly disability benefit shall cease, and the member shall receive a monthly retirement benefit computed as though his their disability retirement date were his their normal retirement date in accordance with the provisions of section 50-91.</p> <p>(d) Upon recovery of a member receiving payments of a monthly disability benefit, payment of such monthly disability benefit shall cease, and the member shall continue as a member with credited service for the period to his the member's disability retirement date.</p>	<p>their</p> <p>their their</p> <p>(insert ",")</p> <p>their their</p> <p>(insert ",")</p> <p>the member's</p>
<p>Code 50-97 Personnel Employee retirement plan Same - small benefits</p>	<p>Notwithstanding any provision in this plan for the monthly payment of a retirement or a disability benefit to a member or a beneficiary or beneficiaries, if such monthly payment is less than \$20.00, the same may be made quarterly, or semiannually, in adjusted amounts, or the computed value of any such benefit, as determined by the retirement plan committee, may, in the discretion of the committee, be paid in one lump sum to the member, if surviving, or to his the member's beneficiary or beneficiaries.</p>	<p>the member's</p>
<p>Code 50-99 Personnel Employee retirement plan Death benefits</p>	<p>(a) Designation of beneficiary. Each member shall designate a beneficiary or beneficiaries on a form prescribed by the retirement plan committee to receive any payments which may become payable to any person in accordance with this plan upon his the member's death, other than the benefits under subsection (c) of this section. The member may change such designation by signing</p>	<p>the member's</p>

	<p>such form as may be furnished by the retirement plan committee.</p> <p>***</p> <p>(c) Death prior to retirement or prior to the date payments commence. The beneficiary of a member whose employment has not been terminated (who has retired on an earlier retirement date Earlier Retirement Date but has deferred payment of his their retirement benefits), or who has terminated employment and is entitled to a termination benefit but is not receiving benefits shall be entitled to receive in the event of the death of such member a death benefit equal to the member's contributions and former plan allocation, with credited interest thereon to the date of the member's death.</p> <p>(d) Death after retirement and after payments have commenced. In the event of the death of a member who has retired and is receiving retirement benefit payments or disability benefit payments, the beneficiary of such member shall be entitled to receive in a lump sum the excess, if any, of his the member's contributions and former plan allocation, with credited interest thereon to his the member's retirement date, over the retirement benefit payments or disability benefit payments made to the member.</p>	<p>their</p> <p>the member's</p> <p>the member's</p>
<p>Code 50-100 Personnel Employee retirement plan Termination benefit</p>	<p>(a) Subject to the provisions of this division, a member whose employment with the town is terminated for any reason other than death or retirement shall be entitled to a retirement benefit, hereinafter called "termination benefit," computed as though the date of such termination of employment were his the member's normal retirement date, as follows:</p> <p>(1) If he the member shall have completed at least five years of service at the date of termination, he they shall be entitled, at his their election, either to:</p>	<p>the member's</p> <p>the member they their</p>

	<p>a. His The member's termination benefit commencing at normal retirement date; or</p> <p>b. A lump sum payment as of the date of such termination of employment equal to his the member's contributions and former plan allocation with credited interest thereon to the date of such payment.</p> <p>(2) A member entitled to a termination benefit commencing at normal retirement date may elect, subject to the approval of the committee, to have such benefit commence on the first day of any month subsequent to his their 55th birthday, actuarially reduced for the earlier commencement of payments in accordance with section 50-92.</p> <p>(3) If he a member shall not have completed five years of service at the date of such termination of employment, he they shall be entitled to a lump sum payment as of the date of such termination of employment equal to his the member's contributions and former plan allocation with credited interest thereon to the date of such termination, payable within 90 days after such termination, provided that no interest shall be paid to any member who has not completed one year of service prior to the date of such termination.</p> <p>(b) Except as provided in this section, a member shall not be entitled to any benefits under the 50 plan upon termination of his their employment for any reason other than death or retirement.</p>	<p>The member's</p> <p>the member's</p> <p>their</p> <p>a member</p> <p>they</p> <p>the member's</p> <p>(remove '50')</p> <p>their</p>
Code 50-101 Personnel Employee retirement plan Reemployment after termination	<p>(a) Upon the reemployment of a member who had terminated his their service for any reason other than retirement, such member shall:</p> <p>(1) If such member is entitled to receive a termination benefit and had not elected a lump sum payment at the date of termination, accrue benefits for the period of reemployment and upon subsequent termination or retirement receive a benefit based upon the aggregate of his their credited service prior to termination plus his their</p>	<p>their</p> <p>their</p> <p>their</p>

	<p>credited service subsequent to reemployment and average annual compensation to the date of subsequent termination or retirement less the actuarial value of any retirement benefit payments received;</p> <p>(2) If such member had received a lump sum payment, he they may:</p> <p>a. Either repay the amount of such lump sum payment plus interest at a rate to be determined by the retirement plan committee from the date of payment to the date of repayment to the fund and receive upon subsequent termination or retirement a benefit based upon the aggregate of his their credited service prior to termination plus his their credited service subsequent to reemployment and average annual compensation to the date of subsequent termination or retirement; or</p> <p>b. Not repay his their lump sum payment and be considered a new employee as of the date of reemployment for all purposes of the plan.</p>	<p>they</p> <p>their their</p> <p>their</p>
<p>Code 50-165 Personnel Employee retirement plan Fraud and dishonesty</p>	<p>If any member in the course of employment with the town shall commit any act of fraud or dishonesty, in the discretion of the town pension board, he the member shall forfeit to the fund any and all payments and benefits due or becoming due to him them from the fund other than his their contributions and former plan allocation with credited interest. Any forfeitures under the provisions of this section shall be forfeitures to the town and treated thereafter as amounts contributed by the town in the current or next succeeding year. The provisions of this section shall be applicable to all members in a uniform and nondiscriminatory manner.</p>	<p>the member</p> <p>them their</p>
<p>Code 50-166 Personnel Employee retirement plan Nonassignability of benefits</p>	<p>Members and beneficiaries shall be entitled to all the benefits specifically set out under the terms of the plan but, to the extent permitted by law, the benefits or any of the property rights therein shall not be assignable or distributable to any creditor or other claimant of such member or his their beneficiary. No member or his their</p>	<p>their their</p>

	beneficiary shall have the right to anticipate, assign, pledge, accelerate, or in any way dispose of any of the monies or benefits or other properties which may be payable to him them .	them
Code 50-168 Personnel Employee retirement plan Unclaimed benefits	Whenever reasonable efforts fail to locate any member or beneficiary entitled to benefits under the plan within seven years from the time notice is first received that he is not to be found at the address in the records of the town or the trustee, the town pension board may direct that any benefits to which he they may be entitled shall thereupon be canceled, and no payment shall be made thereafter to anyone with respect to the benefits so canceled.	they (insert ",")
Code 50-182 Personnel Employee retirement plan Termination	(2) If the fund is insufficient to satisfy all liabilities in full, then the assets of the fund shall be applied in the following order: a. First, to provide to each member an amount equal to his their contributions and former plan allocation, with credited interest thereon, to the earliest of his their normal or earlier retirement date Earlier Retirement Date , whichever is applicable, or the date of termination, reduced by the amount of any payments made to such member, which amount shall reduce the amounts necessary to provide retirement benefit payments set forth in categories Second through Fifth below;	their their
Code 50-251 Police Pension Fund Creation; name; contributions, assessments and appropriations	(1) Member's contribution. Assessments to be made by the board of police commissioners of the town on the compensation of each of the regular members of the police department, at the rate of five percent (six percent effective July 1, 1973) of such compensation, payable semimonthly to the treasurer of the town, to be deducted from the compensation of each of the members until he they shall die, reach the age of 65 years, or be otherwise retired as provided in sections 50-258 and 50-259.	they
Code 50-252 Police Pension Fund Board as administrator;	(b) The terms of office of the members of the police pension board shall be as hereinafter specified: (1) The police commissioners of the town shall each be a	

<p>appointment and tenure; withdrawal</p>	<p>member of the board during their tenure of office as a police commissioner;</p> <p>(2) The member of the police department so appointed shall be a member of such board for one year from the date of his their appointment or until his a successor shall be appointed, but only so long as he the member shall remain a regular member of the police department;</p> <p>(3) The member of the board of finance so appointed shall be a member of the board for one year from the date of his appointment or until his a successor shall be appointed, but only so long as he they shall remain a member of the board of finance of the town.</p>	<p>their a the member</p> <p>a they</p>
<p>Code 50-258 Police Pension Fund Methods of accomplishing retirement</p>	<p>(a) Procedure. The retirement from the police department of a member thereof shall be accomplished by one of the following methods, except as provided in section 50-259(b):</p> <p>(1) Voluntary retirement. A member of the police department who shall have been in the service of the town as a regular police officer for 25 years, exclusive of time served as a supernumerary or special police officer, and who shall have reached the age of 55 years, may, at his their option, retire from the police department at any time until he they shall reach the age of 65 years, provided that, effective July 1, 1973, a member of the police department who shall have been in the service of the town as a regular police officer for 20 years, exclusive of time served as a supernumerary or special police officer, may, at his their option, retire from the police department at any time until compulsory retirement, regardless of age.</p> <p>***</p> <p>(4) Compulsory retirement because of disability. The board of police commissioners may retire any member of the police department who shall have become permanently unfit for duty on a certificate of a doctor or doctors appointed</p>	<p>their they</p> <p>their</p>

	<p>surviving spouse, if any, to whom he they shall have been married for not less than three years prior to his their retirement in case of retirement pursuant to subsection (a)(1), (a)(2) or (a)(3) of this section or to whom he they shall be married at the time of retirement in case of retirement pursuant to subsection (a)(4) of this section, shall, during herwidowhood their lifetime, receive equal monthly payments from the police pension fund at the rate of 50 percent of the pension payments received by such deceased member of the police department after his their retirement; provided that, upon the death of a member of the police department retired pursuant to the provisions of this section subsequent to July 1, 1970, his widow the surviving spouse, if any, to whom he they shall have been married for not less than three years prior to his the member's retirement in case of retirement pursuant to subsection (a)(1), (a)(2) or (a)(3) of this section or to whom he the member shall be married at the time of retirement in case of retirement pursuant to subsection (a)(4) of this section, shall, during herwidowhood their lifetime, receive equal monthly payments from the police pension fund at the rate of 66 percent of the pension payments received by such deceased member of the police department after his the member's retirement.</p> <p>***</p> <p>(e) Cease of payments contingent on remarriage or child attaining 18 years of age. All payments to the widow the surviving spouse of a member of the police department shall cease upon her their remarriage and all payments to the legal guardian of any child of a member of the police department shall cease upon such child reaching the age of 18 years.</p> <p>(f) Method of computing years of service. In computing the years of service of any member of the police department for the purposes of this article, such member's service to the town as a regular police officer, exclusive of service</p>	<p>they their</p> <p>they</p> <p>their lifetime</p> <p>their</p> <p>the surviving spouse they the member's</p> <p>the member</p> <p>their lifetime</p> <p>the member's</p> <p>the surviving spouse their</p>
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	<p>prior to his the last break in service or as a supernumerary or special policeman police officer, shall be included, except as provided in section 50-261(c). Resignation, dismissal, or unauthorized absence not excused by the board of police commissioners shall constitute a break in service.</p> <p>(g) Amounts payable as benefits. Effective July 1, 1970, amounts payable as pension benefits to members eligible for and receiving pensions on June 30, 1970, pursuant to this section or any special act concerning a police pension fund in the town approved by the representative town meeting on or after July 19, 1955, shall be increased by one percent for each year such member has been receiving the pension benefits between his the member's date of retirement and June 30, 1970, calculated to the nearest year. Effective July 1, 1976, the annual retirement benefits paid pursuant to the police pension plan to retirees or their survivors shall be increased by \$250.00 per year.</p>	<p>the police officer</p> <p>the member's</p>
<p>Code 50-259 Police Pension Fund Death and disability benefits generally</p>	<p>(a) Death resulting from causes connected with police service. In the event that the death of any member of the police department shall have been incurred in the performance of his duties as a police officer of the town, or shall have resulted from the effects of injuries received in the performance of the duties, his widow, during her widowhood, or if he leaves no widow, or if his widow should die or remarry, the member's surviving spouse or if there is no surviving spouse, or if the surviving spouse should die or remarry, the legal guardian of his any child or children under 18 years of age, shall receive from the police pension fund:</p> <p>(1) Equal monthly payments at the rate of 50 percent (or 66 percent if the death occurred subsequent to July 1, 1970) of the average monthly pay of such member of the police department during the three years of his the member's service next preceding his their death, or during the full extent of his their service, whichever is less, plus two percent of the average monthly compensation</p>	<p>the member's surviving spouse or if there is no surviving spouse, or if the surviving spouse should die or remarry any</p> <p>the member's their their</p>

	<p>of such member for each year that he the member —shall have served the town as a police officer in excess of 25 years; or</p> <p>(2) If the death occurred subsequent to July 1, 1973, equal monthly payments at the rate of 66 percent of the average monthly pay of such member of the police department during the three years of his the member's service next preceding his the member's death, or during the full extent of his the member's service if less than three years, plus 2 1/2 percent of the average monthly compensation of such member for each year that he shall have served serving the town as a police officer in excess of 20 years, up to a maximum of 70 percent.</p> <p>(b) Death or disability from causes not connected with the police service.</p> <p>(1) In the event that any member of the police department who has served without a break in service in the department for not less than ten years, exclusive of time served as a supernumerary or special police officer, should die from causes not connected with his their service as a regular police officer, his widow the surviving spouse shall receive from the police pension fund, in equal monthly payments, 25 percent (or 33 percent if such death occurred subsequent to July 1, 1970) of the average monthly compensation received by such member during the three years of his their service next preceding the member's death, multiplied by a fraction, the numerator of which is the number of years of compensation received by such member during the three years of his their service next preceding the member's death, multiplied by a fraction, the numerator of which is the number of years of the member's service, and the denominator of which is 25 (or 20 if the death occurs subsequent to July 1, 1973). In the event that any member of the police department who has served without a break in service in the department for not less than ten years, exclusive of time served as a supernumerary or special</p>	<p>the member</p> <p>the member's the member's the member's</p> <p>serving</p> <p>their the surviving spouse</p> <p>their</p> <p>their</p>
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	<p>police officer, should without fault on his their part sustain permanent disability from causes not connected with his their services as a regular police officer which totally incapacitates him them from being a police officer or engaging in another occupation with approximately comparable remuneration in the sole opinion of the board of police commissioners, such member shall receive from the police pension fund, in equal monthly payments, 50 percent of the average monthly compensation received by such member during the three years of his the member's service next preceding the member's disability, multiplied by a fraction, the numerator of which is the number of years of the member's service, and the denominator of which is 25 (or 20 if the disability occurs subsequent to July 1, 1973).</p> <p>(2) Upon the death of a member of the police department who shall have been retired for permanent disability from causes not connected with his their service, his widow the surviving spouse shall be entitled to receive from the pension fund pension payments at the rate of 66 percent of the pension payments received by such deceased member of the police department after his the member's retirement.</p> <p>(3) The widow surviving spouse of a member of the police department shall receive the pension payments as provided in subsection (b)(2) of this section only if she the surviving spouse shall have been married to the member at the time of his the member's retirement.</p> <p>(c) Children's benefits on death or remarriage of widow surviving spouse. Should there be no widow surviving spouse entitled to payments surviving a member of the police department who shall have died under any of the conditions specified in this section, or, if there be a widow surviving spouse entitled to payments, if such widow surviving spouse shall die or remarry, the pension in each case shall be paid to the legal guardian of such member's child or children, if any, under 18 years of age other than any child or children of a widow surviving spouse whom such member married after having been retired for</p>	<p>their</p> <p>their</p> <p>them</p> <p>the member's</p> <p>their the surviving spouse</p> <p>the member's surviving spouse</p> <p>the surviving spouse the member's</p> <p>surviving spouse surviving spouse</p> <p>surviving spouse surviving spouse</p> <p>surviving spouse</p>
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	<p>permanent disability from causes not connected with his the member's service.</p> <p>(d) Cessation of payments to widow surviving spouse and children. All payments to the widow surviving spouse of a member of the police department, as provided in this section, shall cease if and when she the surviving spouse shall remarry, and payments to the legal guardian of the child or children of a deceased member shall cease upon such child or children reaching the age of 18 years.</p>	<p>the member's</p> <p>surviving spouse surviving spouse</p> <p>the surviving spouse</p>
<p>Code 50-260 Police Pension Fund Repayment of employee contributions; lump sum payments</p>	<p>(a) Should any member of the department resign; suffer permanent disability from causes not directly connected with the member's service as a regular police officer of the town before serving in the police department without a break in service for a period of ten years, exclusive of time served as a supernumerary or special police officer; be dismissed from the department; die; or suffer permanent disability while on leave from the department and serving in the armed forces of the United States; such member or his widow surviving spouse, or estate if no widow survives there is no surviving spouse, as the case may be, shall be paid an amount equal to all sums deducted from his the member's salary in accordance with this article, plus three-fourths of the interest accrued on such sums as determined by the police pension fund board.</p> <p>(b) Upon the death of any member of the department having satisfactorily served his their probationary period and having been appointed a regular police officer in the department, \$1,000.00 shall be payable to his widow the surviving spouse or estate if no widow spouse survives.</p> <p>(c) Upon the death of any former member of the department while receiving pension payments under this article, the excess, if any, of the amount of \$1,000.00 over the sum of the pension payments he received shall be payable to his widow or estate if no widow survives the member received shall be payable to the surviving spouse or to the</p>	<p>surviving spouse there is no surviving spouse</p> <p>the member's accrued</p> <p>their</p> <p>thei surviving spouse spouse</p> <p>the member received shall be payable to the surviving spouse</p>

	member's estate if there is no surviving spouse.	or to the member's estate if there is no surviving spouse.
Code 50-261 Police Pension Fund Effect of workers' compensation; retroactive applicability; effect of service in armed forces	<p>(a) If a member of the police department or his widow the member's surviving spouse, or the legal guardian of his the member's child or children, shall be entitled to a pension pursuant to the provisions of this article and at the same time be entitled to receive workers' compensation benefits under the provisions of G.S. ch. 568 (G.S. ;s; 31-275 et seq.), the amount of the pension payments to such member, his widow surviving spouse, or the legal guardian of his the member's child or children, as the case may be, shall be reduced by the amount of such workers' compensation benefits for the period during which such member, his widow surviving spouse, or the legal guardian of his the member's child or children shall receive such workers' compensation benefits; provided, however, that benefits payable to a widow surviving spouse or the legal guardian of a deceased member's children under the age of 18 years pursuant to section 50-259(a) shall not be reduced by the amount of workers' compensation benefits payable to the widow surviving spouse or guardian.</p> <p>***</p> <p>(c) The service of a member of the police department in the armed forces of the United States commencing on or subsequent to October 16, 1940, but prior to April 1, 1947, or on or subsequent to June 27, 1950, but prior to October 27, 1953, or on or subsequent to January 1, 1964, but prior to such date as shall hereafter be determined by the United States government as the date of termination of the Viet Nam era, for a maximum of one period of service not extended by voluntary reenlistment, shall not be considered a break in service for the purposes of this article, and shall be included when computing the period of service as a regular police officer, provided such</p>	<p>the member's surviving spouse the member's</p> <p>surviving spouse, the member's</p> <p>surviving spouse, the member's surviving spouse</p> <p>surviving spouse</p>

	<p>member shall not have withdrawn the sums deducted from his the member's salary in accordance with this article, and provided he the member shall have been honorably discharged from the armed forces and shall have rejoined the department within 90 days thereafter upon being found by the board of police commissioners to be fit for police duty. No benefits under this article, other than the payment of sums deducted from the member's salary in accordance with this article, shall be payable to or with respect to any member of the police department who enters the armed forces of the United States and does not rejoin the department within 90 days after his the member's discharge as hereinbefore provided.</p>	<p>the member's the member</p> <p>the member's</p>
<p>Code 50-264 Police Pension Fund Miscellaneous</p>	<p>(a) Termination of fund. If the police pension fund (the "fund") is terminated, or if there shall be a complete discontinuance of the contributions under the fund, the assets held in the fund (after provisions for payment of all expenses of final liquidation or termination) shall be allocated pursuant to the terms of this section. Such allocation shall be made for the purpose of providing retirement benefits determined by the board to have accrued under the fund to the date of termination of the fund. Such allocation shall be made on the basis of actuarial valuations provided to the board, and in the manner and order described in subsections (a)(1)--(a)(6) of this section. If the amounts available shall be insufficient for a complete allocation in accordance with any portion of this section, such amounts shall be allocated in a uniform manner to all persons in the group mentioned in such subsection and no allocation shall be made under any subsequent subsection.</p> <p>(1) First, toward the payment of that portion of a member's benefit earned to date derived from his the member's contributions (after reduction for annuity payments), whether to the contributing members, their survivors or beneficiaries.</p> <p>***</p>	<p>the member's member</p>

	<p>(e) Benefit limitations.</p> <p>(3) Annual benefit not in excess of \$10,000.00. This fund may pay an annual benefit to any member in excess of his their maximum annual benefit if the annual benefit derived from town contributions under this fund and all other defined benefit plans maintained by the town does not in aggregate exceed \$10,000.00 for the limitation year or for any prior limitation year and the town has not at any time maintained a defined contribution plan in which the member participated.</p> <p>(4) Participation or service reductions. If a member has less than ten years of participation in the fund at the time he begins they begin to receive benefits under the fund, the limitations in subsections (e)(1)a.1. and 2 of this section shall be reduced by multiplying such limitations by a fraction, the numerator of which is the number of years of participation (or part thereof) in the fund and the denominator of which is ten; provided, however, that such fraction shall in no event be less than one-tenth. The limitations of subsection (e)(3) of this section shall be reduced in the same manner except the preceding sentence shall be applied with respect to years of service with the town rather than years of participation in the fund. Additionally, to the extent provided in regulations of the Secretary of the Treasury, the above-described reductions shall be applied separately with respect to each change in the benefit structure of the fund.</p> <p>(5) Multiple fund reduction.</p> <p>***</p> <p>e. For purposes of this section, the term "participant's account" shall mean the account established and maintained</p>	<p>their</p> <p>they begin</p> <p>one-tenth</p>
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	by the board for each member with respect to his the member's total interest in the defined contribution plan maintained by the town resulting from annual additions.	the member's
Code 50-301 Benefit plan for spouses and dependents Definitions	<p>Average annual compensation means the average of the employee's compensation for the highest three-year period out of the last five years immediately preceding the date of computation. In the event the employee has not completed three years of service on the date of computation, his the member's average annual compensation shall be the annual average of his the member's compensation for his their period of employment.</p> <p>***</p> <p>Service means the period of the member's employment as an employee as shown on the payroll records of the town commencing on the date of the employee's the member's last employment and continuing to the date of his the member's death, retirement or termination of such employment. The term "service" includes any period of time an employee the member shall be or has been on an authorized leave of absence, and:</p> <p>(1) The period or periods during which the employment of such employee the member by the town shall be interrupted by military service, either voluntary or involuntary, provided such member does not reenlist in military service upon the completion of his the member's tour of duty;</p>	<p>the member's the member's their</p> <p>the member's the member's the member's</p> <p>the member member</p> <p>the member the member's</p>
Code 50-304 Benefit plan for spouses and dependents Benefits payable upon death of a member with surviving spouse or surviving dependent children	(a) In the event of the death of a member before retirement and after he the member has completed ten or more years of service, or if his the member's death is service-connected whether or not he the member has completed ten or more years of service, with a surviving spouse, or if no surviving spouse, with a surviving dependent or dependents, such surviving spouse or dependent shall be entitled to receive an annual benefit, payable in equal monthly installments, equal to 40 percent of the member's average annual compensation as of his the member's date of death.	<p>the member the member's the member</p> <p>the member's</p>

	<p>(b) The death benefit set forth in subsection (a) above shall commence on the first day of the month next following the member's death and continue to the first day of the month next preceding:</p> <p>(1) The date of death or date of remarriage of the surviving spouse; or</p> <p>(2) The date of death of the dependent or date he the dependent attains his their 18th birthday.</p>	<p>surviving</p> <p>the dependent their</p>
Code 50-305 Benefit plan for spouses and dependents Optional survivorship benefits	<p>(b) Upon the death of such member after such election has become effective:</p> <p>(1) Monthly payments shall continue for the remaining lifetime of the person to whom he the member was married on such date, in an amount equal to 50 percent, 75 percent or 100 percent of the reduced benefit payable to the member; and</p>	the member
Code 54-62 Planning Appointment; terms; filling vacancies	The alternate members shall be appointed by the board of selectmen in accordance with the provisions of section 6 of the Charter. The term of each alternate member shall be for three years commencing as of July 1 in the year of his their appointment. Any vacancy in the panel of alternates shall be filled for the unexpired portion of the term in accordance with the provisions of section 8 of the charter.	their
Code 58-23 Secondhand goods Eligibility	A resident of the town may conduct a tag sale at his their residence. Similarly, two or more residents of the town may jointly conduct a tag sale at one of their residences. In addition, a recognized local charitable or civic organization may conduct a tag sale. All tag sales shall be by permit and subject to the terms and limitations set forth in this article.	their
Code 66-1 Streets, sidewalks and other public places Permit to excavate in or obstruct public	(d) In order to protect the public from accidents and to minimize the impediment of vehicular and/or pedestrian traffic when work or other obstructive activity are to take place within the limits of any town or state roadway within the geographic limits of the town, the chief of police or his the chief's designee may require that	the chief's

ways	<p>traffic control services and/or devices be employed by the person or entity conducting such work or responsible for such activity consistent with such rules and regulations as the traffic authority of the town may enact. The cost and expense of such traffic control measures shall be borne by the person or entity conducting or responsible for such work or activity. In the event that traffic direction services are required, such services shall be obtained from the police department; provided that, if the police department is unable within a reasonable time to furnish the officer or officers that may be required, a qualified traffic flag person or persons may alternatively be employed until a police officer is available to be assigned.</p>	
<p>Code 66-5 Streets, sidewalks and other public places Snow and ice removal from sidewalks and time within which required</p>	<p>(h) Notice required: The town, within six months from the expiration of the 15-day period for the uncontested payment of fines for a violation of this section, shall send notice to the person cited. Such notice shall inform the person cited:</p> <p>(1) Of the allegations against said person and the amount of the fines due.</p> <p>(2) That said person may contest his or her their liability before a citation hearing officer by delivering, in person or by first class mail, written notice within ten days of the date of the notice.</p> <p>(3) That if said person does not demand such a hearing, an assessment and judgment shall be entered against him them.</p>	<p>their</p> <p>them</p>
<p>Code 70-21 Taxation and assessments Abatements for surviving spouses of police officers and firefighters who die in line of duty authorized</p>	<p>Pursuant to G.S. 12-81x, the board of selectmen may grant an abatement of property taxes on real property owned and occupied as the principal residence of the surviving spouse of a police officer who has died in the performance of his their duties as a member of the police department Darien Police Department or a firefighter who has died in the performance of his their duties as a member of the Darien Fire Department, the Noroton Fire Department or the Noroton Heights Fire Department. The board of selectmen shall determine the amount or the percentage by which such</p>	<p>their Darien Police Department their</p>

	taxes are to be abated and shall specify the term of years in which each such abatement shall apply.	
Code 70-89 Taxation and assessments Available amount of tax relief and tax deferral	<p>(c) In any case where title to the real property is recorded in the name of the taxpayer or his their spouse and any other person, the tax relief granted herein shall be prorated to reflect the fractional share of such taxpayer or spouse; and, furthermore, if such property is a multiple-family dwelling, such relief shall be prorated to reflect the fractional portion of such property occupied by the taxpayer.</p> <p>(d) A qualified taxpayer who wishes to reduce still further his their out-of-pocket tax payment may apply for deferral of any remaining amount of his their assessed tax up to the following limitations:</p>	<p>their</p> <p>their their</p>
Code 70-90 Taxation and assessments Application for tax relief or tax deferral	<p>(a) Any eligible taxpayer, or his their authorized agent, shall file applications for tax relief and tax deferral under this division with the town assessor, any time from February 1 to May 15, prior to the commencement of the tax year for which tax relief is claimed, on a form or forms prescribed and furnished by the town. In making such application, the taxpayer shall present to the assessor, in substantiation of his their application, a copy of his their federal income tax return for the calendar year immediately preceding the year of application, a copy of the Social Security Act Administration Form 1099, or if not required to file a return, such other evidence of qualifying income which the assessor may reasonably require to establish compliance with the income qualifications provided in section 70-88(a). The applicant, or his their authorized agent, shall sign a sworn affidavit, in the presence of the assessor, affirming the accuracy of the statements in the application.</p> <p>(b) When the assessor is satisfied that the applying taxpayer qualifies under this division, he the assessor shall compute the amount of such tax relief and tax deferral and cause certificates of tax credit and tax deferral to be issued in such form as to permit the tax</p>	<p>their</p> <p>their their</p> <p>their</p> <p>the assessor</p>

	collector to reduce the amount of tax levied against the taxpayer and make proper record thereof, and a copy thereof shall be delivered to the applicant. Neither the assessor nor the tax collector shall unreasonably withhold the issuance of such a tax credit and tax deferral to a properly qualifying taxpayer. The tax credit shall be applied proportionately to the tax payments.	
Code 70-103 Adjustment for sewer assessment Determination of rate; term	(b) In any case where title to real estate is recorded in the name of the eligible property owner or his their spouse, and any other person, the sewer assessment relief granted herein shall be prorated to reflect the fractional share of such eligible property owner or spouse.	their
Code 70-104 Adjustment for sewer assessment Application for sewer assessment relief; records; appeal procedure	(a) Any eligible property owner, or his their authorized agent, shall file an application for sewer assessment relief under this subdivision, with the town tax assessor, on or before May 15 prior to the commencement of the payment year for which such sewer assessment payment is claimed, on a form prescribed by the town. In making such application, the eligible property owner shall present to the assessor, in substantiation of his their application, all relevant information required to qualify him them for tax relief for the elderly, as provided in subdivision II of this division.	their their them
Code 70-125 Relief for emergency service workers Application for tax relief	(a) Any eligible volunteer, or his their authorized agent, shall file an application for tax relief under this article with the town assessor, during the month of March, prior to the commencement of the tax year for which tax relief is claimed, on a form or forms prescribed and furnished by the town. The applicant, or his their authorized agent, shall sign a sworn affidavit, in the presence of the assessor, affirming the accuracy of the statements in the application.	their their
Code 74-26 Traffic and vehicles Actions to regain possession	(c) Any person who, after having his their vehicle towed or immobilized, shall remove such vehicle without complying with subsections 74-26(a) or (b) shall, in addition to the charges above, be liable for any damage done to the immobilization device or mechanism and be subject to a fine of not more than the amount of the fine as listed on Appendix D, Table of Ordinance Fines.	their
Code 78-30	Nothing herein contained shall bar or prevent the harbor	

Waterways Coordination with other governmental laws and regulations	master of the town or any of his deputies deputies of the harbor master from performing those duties which have been assigned to him under the general statutes of the state.	deputies of the harbor master (omit 'to him')
Appendix A, Article I Burials in St. John's Cemetery	Sec. 2. The sexton of St. John's R. C. Cemetery situated in the towns of Stamford and Darien shall, in all cases of burials, in that portion of said cemetery which is in the Town of Darien, of deceased persons who died in the Town of Stamford, make his said return of burial permits as provided for in section 344 [Now G.S. ;s; 7-66] of the general statutes, to the town clerk of Stamford.	said
Appendix B, Part II Representative Town Meeting (RTM) Town Meeting membership and voting rights	<p>Sec. 5. Eligibility: No person shall be eligible for election or appointment as a town meeting member for any voting district who is not an elector of the town and a resident of such district at the time of the filing of his the nominating petition or notice of re-nomination in accordance with section 6 of the Act or at the time of his the appointment in accordance with section 7 of the Act. No town meeting member shall at the same time hold any other town elective office, or appointive town office as defined in sections 4 and 6 of the Charter, except as expressly permitted in other sections of the Charter or the Code of Ordinances or as provided by state law or where any additional office is advisory as authorized by section 18 of the Charter. If for any reason a town meeting member ceases to be a resident or an elector of the town, his their office shall thereupon become vacant. A town meeting member may continue for the remainder of his their term to represent the district electing him them although his their residence has been removed to another district of the town.</p> <p>Sec. 6. Nominations and voting:</p> <p>(a) Nomination of a candidate for a town meeting member shall be made by filing with the town clerk, between eight (8) and twelve (12) weeks prior to the election, a petition on a form provided by the town clerk, signed in ink by at least twenty-five (25) electors of the district in which the candidate resides and bearing the written</p>	<p>the the</p> <p>their their them their</p>

	<p>acceptance of the candidate. A town Town meeting member may nominate himself themselves for reelection from the same district by giving written notice to such effect to the town clerk at least ten (10) weeks before the election. Each such petition shall contain the name of only one (1) candidate.</p> <p>(b) Except as otherwise provided by the general statutes, voting for members of the town meeting shall be by voting machine or by absentee ballot. The town clerk shall certify to the secretary of the state, in accordance with legal due dates, the number of candidates which each voting district may elect, and the names of the candidates nominated in each of said districts. There shall be no party name, symbol, or identification of town meeting candidates. An elector may vote for as many persons to be town meeting members as his their district is entitled to elect. An elector shall be entitled to cast any or all of his their votes for write-in candidates.</p>	<p>Town themselves</p> <p>their</p> <p>their</p>
Appendix B, Part V Representative Town Meeting (RTM) Conduct of the meeting	<p>Sec. 1. All meetings shall be public. The area of the meeting place to be occupied by members shall be separated from the area to be occupied by other electors. A member seeking recognition by the moderator shall (unless recognized by name by the moderator), before otherwise speaking, state his their name and district.</p> <p>***</p> <p>Sec. 3. Meetings shall be called to order by the town clerk, or, in his the town clerk's absence, by the first selectman, if present, otherwise by the moderator. Following the roll call, the meeting shall be presided over by the moderator. If the moderator is absent on the roll call, the clerk shall, subsequent to the roll call, inquire of the rules committee whether it has designated an acting moderator in accordance with Part VI-Sec. 1(a), of these rules of procedure. If the committee has designated an acting moderator, he the acting moderator shall assume the chair. If the committee has not made such designation, the clerk shall entertain a motion for the</p>	<p>their</p> <p>the town clerk's</p> <p>the acting moderator</p>

	<p>designation of an acting moderator (from among the members) of the meeting; in the latter case, if during the course of the meeting the moderator enters the meeting, he the moderator shall assume the chair. The town clerk shall act as the clerk of all meetings. If the town clerk is absent when the meeting is to be called to order or at any time thereafter, the meeting shall designate an acting clerk.</p>	the moderator
<p>Appendix B, Part VI Representative Town Meeting (RTM) Rules Committee and standing committees</p>	<p>Sec. 1</p> <p>(e) Within two (2) weeks following the regular meeting of the RTM in September, the rules committee shall convene as a nominating committee chaired by the moderator to seek out and to propose the names of all interested current members of the RTM [either by continued incumbency or re-election] for nomination as moderator at the next annual meeting. If the current moderator or any member of the rules committee is interested actively or passively in being considered for such nomination, he they should make his their interest or willingness known at the outset of the nominating meeting and excuse himself from further deliberations of the committee. The committee may also designate RTM members to offer and second the nomination(s) at the next annual meeting. Nothing in this section shall preclude or discourage other members of the RTM from nominating other candidates for moderator at the annual meeting.</p> <p>***</p> <p>Sec. 5</p> <p>Each officer of a standing committee shall hold office at the will of his the committee and may be removed as such officer with or without cause by his the committee.</p> <p>The chairman chair of any standing committee may be removed from such office for failure to discharge properly his their duties by the rules committee.</p>	<p>they their</p> <p>the the</p> <p>chair their</p>
<p>Appendix B, Part VIII Representative Town Meeting (RTM) District Chairmen,</p>	<p>Sec. 4.</p> <p>Within ten (10) days after notification of a vacancy by the town clerk, the district chairman chair shall notify</p>	chair

vacancies and resignations	the remaining members of his their district of the vacancy and shall call a caucus of the such remaining members, said caucus to be convened prior to the next regular meeting of the RTM; provided that, if such next regular meeting shall be held less than ten (10) days after notice to the remaining members, the caucus shall be convened not later than the next following meeting of the RTM. The district chairman chair shall seek nominations from such remaining members for filling such vacancy and shall advise such remaining members prior to the convening of said caucus of any nominations received and any proposed members of which he has knowledge . Members not attending the caucus may vote by written absentee ballot presented at the caucus. In the absence of the district chairman chair at a caucus, the members present may elect a temporary chairman.	their chair (omit 'and any proposed members of which he has knowledge') chair
Appendix C, 30R-1-1 Sanitation regulation 1. Town Sanitarian	(2) His The town sanitarian's duties are to enforce the regulations of the public health code of the state pertaining to "environmental health" under section 19-13-B, detailed in chapter two of the code; and the ordinances and regulations of the town encompassing the same health field.	The town sanitarian
Appendix C, 30R-1-2 Sanitation Inspections	(1) He The town sanitarian shall carry out inspections for the purpose of enforcing health regulations and ordinances. (2) He The town sanitarian shall carry on his person credentials issued by the town so that he may identify himself for identification . (3) He The town sanitarian shall state the purpose of his the inspection to the occupier of the premises. (4) If permission to inspect is refused, he the town sanitarian shall report such refusal forthwith to the director of health.	The town sanitarian The town sanitarian (omit "on his person") for identification The town sanitarian the the town sanitarian
Appendix C, 30R-1-3 Sanitation Approvals	(1) He The town sanitarian shall approve plans for the construction or alteration of food establishments, within the sphere of public health.	The town sanitarian

	(2) He The town sanitarian shall approve plans for the construction or alteration of private sewage disposal systems.	The town sanitarian
	(3) He The town sanitarian shall approve plans for the construction or alteration of private water supplies.	The town sanitarian
Appendix C, 30R-1-4 Sanitation Permits	(1) He The town sanitarian shall issue permits where the applications comply with regulations.	The town sanitarian
Appendix C, 30R-1-5 Sanitation Limitations of authority	(1) In any unusual situation he the town sanitarian shall refer the case to the director of health before giving approval to plans and specifications or issuing a permit. (2) The sanitarian is directed not to make designs, nor to draw plans, for construction within his the town sanitarian's sphere of responsibility.	the town sanitarian the town sanitarian's
Appendix C, 30R-1-6 Sanitation Meetings	(1) He The town sanitarian shall attend all meetings of the board of selectmen with heads of departments and of the advisory board of health. (2) He The town sanitarian shall meet at least once a week with the director of health, who shall be informed promptly of any unusual occurrence without waiting for a scheduled meeting. (3) He The town sanitarian shall meet with representatives of the state department of health who may be visiting in Darien. He The town sanitarian shall inform the director of health of any proposed meeting so that he the director of health may attend also. (4) When prevented from attending such a meeting he the town sanitarian shall inform the director of health prior to the meeting.	The town sanitarian The town sanitarian The town sanitarian The town sanitarian the director of health such the town sanitarian
Appendix C, 30R-1-8 Sanitation Hours	(1) He The town sanitarian shall work the same hours as other employees located in the town hall. (2) He The town sanitarian shall maintain regular office hours as approved by the director of health.	The town sanitarian The town sanitarian

	(3) When out of his the office in the town hall, he the town sanitarian shall inform provide the selectmen's office of his whereabouts so that he may be contacted with contact information in case of an emergency.	the the town sanitarian provide...with contract information contact
Appendix C, 30R-1-9 Sanitation Remuneration and employment conditions	(1) His The town sanitarian's remuneration and other related conditions of employment shall be determined by the board of selectmen.	The town sanitarian's
Appendix C, 30R-2-2 Sanitation - Subsurface Definitions	Authorized agent means the person designated by the director of health to act for the director of health in the performance of the director's act for him in the performance of his act for the director of health in the performance of the director's duties. Director of health means the director of health of the Town of Darien or his the director's authorized agent.	act for the director of health in the performance of the director's duties the director's
Appendix C, 30R-2-4 Sanitation - Subsurface Enforcement	The director of health or his the director's authorized agent shall enforce the provisions of these regulations, the General Statutes, and the PHC.	the director's
Appendix C, 30R-2-7 Sanitation - Subsurface Soil testing (and) site evaluation	(c) For new building lots and new construction, soil testing and site evaluation shall consist of deep observation pits and percolation tests in the primary and in the reserve area. For repairs, soil testing and site evaluation shall consist of deep observation pits and at least one (1) percolation test in the area proposed for the repair. Adequate testing must be performed to ensure that a suitable area has been identified to install a Code complying SSDS. All soil testing shall be witnessed by the DOH or his agent director of health or the director's authorized agent . When the DOH determines director of health or such agent determines that the lot contains soil conditions that are "areas of special concern" as defined by § 19-13-B103d §19-13-B103(e) of the CT Public Health Code, soil testing shall be conducted by a professional engineer and witnessed by the DOH or his agent director of health or such authorized agent .	director of health or the director's authorized agent. director of health or such agent determines § 19-13-B103d(e) director of health or such authorized agent.
Appendix C, 30R-2-8	(a) Applications to approve a plan to alter, repair,	

Sanitation - Subsurface Application for approval of plans	<p>enlarge or modify an existing SSDS or to construct a new SSDS shall be made on forms provided by the director of health and be accompanied by the appropriate fee as specified in the fee schedule. Applications must be complete and contain all information necessary to demonstrate compliance with the requirements of the PHC. Applications must be signed by the property owner or his the owner's duly authorized agent.</p> <p>***</p> <p>(c) The director of health may require that plans for the alteration, repair or modification of an existing SSDS be prepared by a P.E. if, in his the opinion of the director of health, the site presents especially difficult conditions and/or the plan prepared by the owner or his the owner's agent does not adequately address the site conditions or does not demonstrate compliance with the PHC.</p>	<p>the owner's</p> <p>the the director of health</p> <p>the owner's</p>
Appendix C, 30R-2-9 Sanitation - Subsurface Permit to construct or install	<p>(b) At time of application, the licensed installer must provide the director of health with a copy of his the licensed installer's valid subsurface sewage disposal system installer's license issued pursuant to G.S. 20-341.</p>	<p>the licensed installer's</p>
Appendix C, 30R-2-11 Sanitation Subdivision reviews	<p>(e) To assure the accuracy of deep observation pit findings, the director of health, or his authorized agent, shall be present during testing.</p>	<p>(omit 'his')</p>
Appendix C, 30R-3-2 Sanitation - Private Well Water Regulations Definitions	<p>Approval letter means a document issued and signed by the director of health or his the director's authorized agent stating that the water from a private water well is potable based on the receipt of acceptable water test results.</p> <p>***</p> <p>Authorized agent means the person designated by the director of health to act for him in the performance of his duties designated by the director of health to act for the director in the performance of the director's duties.</p>	<p>the director's authorized</p> <p>designated by the director of health to act for the director in the performance of the director's duties</p>

Appendix C, 30R-3-4 Sanitation - Private Well Water Regulations Enforcement	The director of health or his their authorized agent shall enforce the provisions of this regulation, the General Statutes, and the Public Health Code of the State of Connecticut.	their
Appendix C, 30R-3-6 Sanitation - Private Well Water Regulations Permits to construct	(d) No work requiring a permit as specified in section (a) of this regulation shall be conducted until the director of health or his their authorized agent has signed the well drilling permit. The director of health may require that a site inspection be made to ensure that the well site meets the requirements specified in section 19-13-B51d of the PHC.	their authorized
Appendix C, 30R-3-7 Sanitation - Private Well Water Regulations Testing of private water wells	(c) If chemical or physical limits, as stated in the Public Health Code are exceeded, and water treatment fails to bring the water into compliance with the Public Health Code, the director of health may prohibit the well from being used if, in his opinion the opinion of the director of health , the consumption of the water presents a substantial public health risk.	the opinion of the director of health
Appendix C, 30R-4-14 Sanitation - Food Service Establishment Permit Hearings and appeals	<p>(a) Show cause hearings shall be held by the director of health or his designee the director's authorized agent whenever deemed necessary and are required whenever a food service establishment fails two (2) inspections or receives two poor ratings within one (1) year. The owner and QFO of the food service establishment shall be given adequate notification of the time and location of the hearing and shall provide written documentation and testimony at the hearing to establish whether the food service establishment is in compliance or how it will be brought into compliance with the Darien and state regulations.</p> <p>(b) Suspension hearings shall be conducted by the director of health or his designee the director's authorized agent provided a written appeal for such action is filed with the director of health by the permit holder within five (5) days after a notice of intent to suspend has been provided in accordance with section 30R-4-12(b) Appeals for hearings must include a written itemization of corrective measures taken to address those items noted as</p>	<p>the director's authorized agent</p> <p>the director's authorized agent</p>

	deficiencies in the notice.	
Appendix C, 30R-7-3 Sanitation - Salons Inspections and posting requirements	(b) Upon successful completion of an inspection with no critical violations noted, the director of health, or his the director's authorized agent, shall issue a certificate of inspection which must be posted in a location clearly viewable by patrons.	the director's authorized
Appendix C, 30R-7-12 Sanitation - Salons Application	(a) Forms; validity. Application for a permit shall be made on forms furnished by the director of health, wherein the applicant shall state his their name, address, the address of the place of business, services provided, give such other pertinent information as the director of health may require and affix his their signature to the application. All permits are valid for one (1) year, or a portion thereof, and are renewable each year on or before September 30 of each year. If the applicant is a corporation or other legal entity, the applicant shall designate the chief officers to receive notice and/or service of process.	their their
Appendix C, 30R-7-19 Sanitation - Salons Permit revocation/nonrenewal	(a) The director of health, after providing opportunity for hearing, may revoke or refuse to renew the permit of any person for repeated violations of any of the provisions of these regulations, or for interference with the director of health and his town employees in the performance of official duties or for cases where the permit to operate has been obtained through nondisclosure, misrepresentation or intentional misstatement of a material fact.	town
Appendix C, 30R-7-20 Sanitation - Salons Permit reinstatement	(a) Suspension. Whenever a permit has been suspended, the permit holder of the suspended permit may make written request for permit reinstatement. Within ten (10) days following receipt of a written request, including a statement signed by the applicant that, in his their opinion, the conditions causing the suspension have been corrected, the director of health or the director's authorized agent shall make a reinspection. If the director of health determines that the applicant has complied with the requirements of these regulations and the state public health code, the permit shall be reinstated and returned to the permit holder.	their or the director's authorized agent
Appendix C, 30R-7-34	(c) Handwashing facilities shall be provided in each	

Sanitation - Salons Massage therapy establishments- Operating standards and health requirements	massage room and each practitioner of massage shall thoroughly cleanse his or her their hands by washing immediately before serving any patron.	their
Appendix C, 30R-8-6 Sanitation - Public pool regulations Inspections; right of entry	The director of health or his the director's authorized agent shall conduct inspections, as he deems deemed necessary to ensure compliance with all provisions of these regulations and the public health code, and shall have the right of entry at any reasonable hour to inspect the pool and appurtenant facilities.	the director's deemed
Appendix C, 30R-8-7 Sanitation - Public pool regulations Closure of public pools	<p>(a) The director of health or his the director's authorized agent may order a pool to cease operation when it is found that any one or several of the following conditions exists: ***</p> <p>(8) The director of health or his the director's authorized agent finds any other condition, which constitutes a public health or safety hazard or a health nuisance to bathers or pool patrons.</p> <p>(b) Procedure for closure.</p> <p>(1) Closure under this article shall be effective immediately upon the delivery of written notice to the person in charge at the public pool by the director of health or his the director's authorized agent.</p> <p>(2) Public pools closed under this article shall remain closed until written approval to reopen has been issued by the director of health or his the director's authorized agent.</p>	<p>the director's</p> <p>the director's</p> <p>the director's</p> <p>the director's</p>
Appendix C, 30R-8-16 Sanitation - Public pool regulations Inspection prior to issuance of permit	Prior to the issuance of final approval for a permit, the director of health or his the director's authorized agent shall inspect the public pool to determine compliance with the provisions of these regulations, the public health code and any other applicable statutes, ordinances, or rules and regulations.	the director's
Appendix C, 30R-8-19	(a) The director of health may revoke or refuse to renew	

[illegible]

	<p>the superintendent's designee, and approval received. The superintendent shall have the power to apply any proper tests, and the owner or contractor shall furnish all necessary tools therefore and shall, at his the owner's or contractor's own expense, remove any defective material or redo any work as the superintendent directs.</p>	<p>(insert ",") the superintendent's the owner or contractor's</p>
<p>Appendix C, 1000-4 Sanitary sewer regulations Use of public sewers</p>	<p>4-4 The admission into the public sanitary sewers of any waters or wastes having (a) a five-day biochemical oxygen demand more than 300 parts per million by weight or (b) containing more than 350 parts per million by weight of suspended solids, or (c) containing any quantity of substances having the characteristics described in section 4-3, or (d) a chlorine demand greater than 15 parts per million by weight, or (e) having an average daily flow greater than two percent of the average daily flow of the town shall be subject to review and approval by the superintendent. Where necessary in the opinion of the superintendent, the owner shall, at his the owner's expense, provide preliminary treatment to reduce objectionable characteristics or constituents to within the maximum limits provided for in this section. Plans, specifications, and any other pertinent information relating to proposed preliminary treatment facilities shall be submitted to the sewer authority and to the state department of health. No construction of such facilities shall commence until said approval is obtained in writing. ***</p> <p>4-7 At premises where any of the excluded substances or wastes are present and liable to be discharged contrary to these regulations, the superintendent may require the owner to provide, operate and maintain a sampling well or wells, a flow measuring device, manholes maintenance holes, catch basins or other suitable devices or treatment facilities on all building sewers or drains near where said drains connect to any public sewer.</p>	<p>the owner's</p> <p>maintenance holes</p>
<p>Appendix C, 1000-7 Sanitary sewer regulations Subdivisions</p>	<p>7-1.1 The developer shall submit a maintenance bond, issued by a bonding company acceptable to the authority and in the value of five percent of the estimated cost of the proposed sewers, but in no case for less than \$5,000 guaranteeing for a term of one year from the date of</p>	

	<p>acceptance or approval by the town, prompt correction of any defects in the sewer system, including leaks in pipes or manholes maintenance holes and house connections, upon receipt of written notice of such defects, sent to the developer's last known address by the superintendent.</p> <p>***</p> <p>7-1.3 A property owner who believes his their property may be subdivided in the future and requests an additional sewer lateral from the town as part of a town sewer extension project, will be supplied such a sewer lateral, provided that property owner pays for the entire cost of the additional lateral in accordance with the contract costs of the project. Assessment of additional sewer lateral shall be per Code of Ordinances, Appendix C, Administrative Regulations, Section 9-7.</p>	<p>maintenance holes</p> <p>their</p> <p>(insert ",")</p>
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CHAIRMAN, CHAIRMEN, CHAIR SUPPLIMENT - Gender Neutralization Report

Code Section Char = Charter, Co = Code	Text	Context Change (If Needed)
Char - Ch III - BOS	<p>Sec. 13. - Organization.</p> <p>The board of selectmen of the town shall hold their [its] first meeting on the first Monday following their [its] election; provided, if said day is a legal holiday, said meeting shall be held on the next succeeding business day. The first selectman shall be chairman chair of the board and shall preside over all of its meetings. The board may appoint a clerk, other than the town clerk or town treasurer, to keep a public record of all proceedings of the board, including a record of all votes of each selectman.</p>	chair of
Char - Ch III - BOS	<p>Sec. 15. - First selectman. (c)</p> <p>In case of the illness or temporary absence of the first selectman, the remainder of the board by three (3) affirmative votes may designate one of their [its] number to serve as acting first selectman or as acting chairman chair of any meeting of the board.</p>	chair
Char - Ch V - BOF	<p>Sec. 21. - Organization.</p> <p>Sec. 21. - Organization. ard. orary absence of the first selectman, the remainder of the board by three (3) affirmative votes may designchairman chair and a clerk from its membership. Said clerk shall keep a record of all votes and other proceedings of the board, and shall report to the board of selectmen all appropriations made in accordance</p>	chair

	<p>with chapter XI of this act.</p> <p>□and a clerk from its me</p> <p>The chairman chair shall preside at all meetings of the board, and in his the chair's absence a chairman chair pro tempore shall be chosen. At all meetings of the board, four (4) members shall constitute a quorum. The chairman chair may call a special meeting of the board at any time, on reasonable personal notice to the members thereof, or on written or printed notices sent to the residence of each member or mailed to each member by the clerk of said board at least twenty-four (24) hours before the time of such meeting.</p>	<p>chair</p> <p>the chair's chair</p> <p>chair</p>
Char - Ch VII Park & Rec	<p>Sec. 26. - Composition, organization and procedure.</p> <p>There shall be a park and recreation commission of nine members, three members of which shall be appointed as of April first, annually, for a term of three years. No member of the commission shall be financially interested in any contract with which the commission is connected. The first selectman and the superintendent of public works shall, ex officio, be members of the commission but shall not vote in its proceedings. The commission shall choose a chairman chair and a secretary from its membership and shall adopt its rules of procedure. No vote or action of the commission shall be valid unless adopted by five or more affirmative votes at a meeting called and held pursuant to its rules.</p>	<p>chair</p>
Char - Ch VII Park & Rec	<p>Sec. 27. - Powers and duties. (c)</p> <p>Said commission may authorize the preparation of all necessary surveys, maps or plans, in connection with the acquisition, maintenance, operation and management of such parks and parkways, and may file any survey, map or plan so prepared by it, or under its direction, in the office of the town clerk, who shall index the same against all property included therein or the owners thereof, provided</p>	

	such survey, map or plan after completion shall have been approved at a duly called meeting of the commission. Such map or plan shall have inscribed thereon the following: "Adopted by the Darien Park and Recreation Commission" and shall bear the date of such adoption, and shall be signed by the chairman chair of said commission.	chair
Char - Ch IX - Police Commission	Sec. 33. - Composition, organization and procedure. There shall be a police commission of three members, one of whom shall be appointed as of each July first for a term of three years. The commission shall choose a chairman chair and a secretary from its membership, and shall adopt its rules of procedure. No vote or action of the commission shall be valid unless adopted by two or more affirmative votes at a meeting called and held pursuant to its rules.	chair
Char - Ch X - Dept of Human Services	Sec. 35. - Commissioners of human services. The human services commission shall consist of seven (7) commissioners appointed for three-year staggered terms commencing the second Monday in November in the year of appointment. (a) The commission shall annually elect a chairman chair , a vice- chairman chair and a secretary by a majority vote of its membership.	chair chair
	CODE OF ORDINANCES	
Co - Ch 2 Administration Article II - BOS	Sec. 2-31. - Quarterly town agency meetings and reports. (d) Meetings shall be open to the public, but the chairman at his at the first selectman's discretion, the first slectman may also hold closed or executive meetings as	at the first selectman's the

	permitted under the Freedom of Information Act (G.S. § 1-200 et seq.).	fist selectman
Co - Ch 2 Administration Article IV - Boards & Commissions Division 2 Youth Commission	<p>Sec. 2-152. - Organization and procedures.</p> <p>(a)</p> <p>The youth commission annually shall elect a chairman chair, a vice-chairman chair and a clerk by a majority vote of its membership.</p> <p>(b)</p> <p>The commission shall adopt reasonable rules and regulations. No vote or action will be valid unless adopted by four or more affirmative votes of the commissioners taken during a meeting held pursuant to its rules and regulations.</p> <p>(c)</p> <p>The commission shall hold regular monthly meetings. In addition, the chairman chair may call special meetings of the commission with two days' prior notice to the commissioners.</p>	<p>chair chair</p> <p>chair</p>
Co - Ch 2 Administration Article IV - Boards & Commissions Division 5 Monuments and Ceremonies Commission	<p>Sec. 2-222. - Organization and procedures.</p> <p>(a)</p> <p>The commission annually shall elect a chairman chair, a vice chairman- chair, a treasurer and a secretary by a majority vote of its membership. Minutes of all meetings and votes of the commission shall be kept and copies thereof filed with the town clerk.</p>	<p>chair chair (add hyphen)</p>

	<p>(b)</p> <p>The commission shall adopt and file with the town clerk reasonable rules and regulations. No vote or action of the commission will be valid unless adopted by the affirmative votes of a majority of the members, taken during a meeting held pursuant to its rules and regulations.</p> <p>(c)</p> <p>The commission shall hold regular monthly meetings. In addition, the chairman chair may call special meetings with two (2) days' prior notice.</p>	chair
Co - Ch 2 Administration Article V- Code of Ethics	<p>Sec. 2-307. - Board of ethics created; composition; meetings; regulations. Sec. 2-307. - Board of ethics created; composition; meetings; regulations.</p> <p>(b) The board of ethics shall, by a majority vote of its membership, choose a chairman chair, a vice-chairman chair and a clerk, at its annual meeting, that shall be held as soon as practicable after the November election of board members.</p>	chair chair
Co - Ch 22 Environment Article II Environmental Protection Commission	<p>Sec. 22-22. - Membership.</p> <p>The environmental protection commission shall consist of seven regular members who shall be electors of the town, and of the following nonvoting ex-officio members: the first selectman of the town, the superintendent of public works, and the chairman chair of the planning and zoning commission. An ex-officio member can be represented by a designee.</p>	chair
Co - Ch 22 Environment	<p>Sec. 22-25. - Organization; meetings; bylaws.</p> <p>The environmental protection commission shall elect</p>	

Article II Environmental Protection Commission	<p>annually from its regular members a chairman chair, a vice-chairman chair and a clerk by vote of a majority of its members. The chairman chair shall preside at all meetings of the commission and, when authorized by the commission, shall execute the agreements authorized by section 22-27. The clerk shall keep minutes of all meetings of the commission and shall file copies thereof with the town clerk. A majority of the regular members shall constitute a quorum. Actions of the commission shall be by a majority of the regular members present and must be passed by a minimum of three concurring votes. The commission, in association with the board of selectmen, may employ and supervise such employees as may be authorized.</p>	chair chair chair
Co - Ch 50 Personnel Article II Retirement System Div 3 Police Pension Fund	<p>Sec. 50-252. - Board as administrator; appointment and tenure; withdrawal.</p> <p>(c)</p> <p>All withdrawals from the police pension fund shall be upon written orders of either the chairman chair of the police pension board, when countersigned by the secretary of the board or of the chairman chair or secretary of the board, when countersigned by any other member of the board. The secretary shall keep a record of all actions taken by the board with relation to the fund. The police pension board, as administrator of the fund, shall have the power to take any action in its judgment necessary for the care and protection of the fund.</p>	chair chair
Co - Ch 54 Planning Article V - Architectural Review Board	<p>Sec. 54-82. - Organization and procedures.</p> <p>(a)</p> <p>Minutes; officers. The architectural review board annually shall select a chairman chair, a vice-chairman chair and a clerk by a majority vote of its membership. Minutes of all</p>	chair chair

	<p>meetings and votes of the board shall be kept and copies thereof filed with the town clerk.</p> <p>(b)</p> <p>Rules and regulations; voting. The board shall adopt and file with the town clerk reasonable rules and regulations. No vote or action will be valid unless adopted by the affirmative vote of a majority of the members of the board taken during a meeting held pursuant to its rules and regulations.</p> <p>(c)</p> <p>Meetings. The board shall hold regular monthly meetings. In addition, the chairman chair may call special meetings upon two days' prior written notice.</p>	chair
Appendix B - Rules of Procedure RTM	Part III-Sec. 4. At the state of the town meeting, the first selectman and the chairmen chairs of the board of finance, the board of education and the planning and zoning commission, and such other town officials as the rules committee of the RTM may designate, shall be invited to present their views on existing and prospective matters within their respective spheres that are likely to be of concern to the RTM in the coming year.	chair
Appendix B - Rules of Procedure RTM	Part V-Sec. <u>8</u> . Voting on all matters for which a permanent record is required shall be by tallying a rising vote with the district chairman chair and the vice chairman chair initialing the district tally sheets to affirm that the votes have been properly recorded; except if a motion to have a roll call vote is made and supported by twenty-five (25) percent of the RTM members present, such a vote shall be taken by the clerk; except that all contested elections held in the RTM shall be by secret ballot.	chair chair (add hyphen)
Appendix B - Rules of Procedure RTM	Part VI (d) The moderator shall be the chairman chair of the rules committee, which shall elect from among its members its vice chairman chair and clerk. The rules	chair chair (add hyphen)

	committee shall act only upon the affirmative vote of a majority of the committee.	
Appendix B - Rules of Procedure RTM	<p>Part VI-Sec. 5. Each standing committee shall elect the following officers from among its members: chairman chair, one or more vice-chairmen chairs and/or clerks.</p> <p>Each standing committee may, subject to the approval of the rules committee, adopt its own rules of procedure not inconsistent with these rules of procedure.</p> <p>Each standing committee shall hold election of its officers annually within two (2) weeks following designation of standing committee membership by the rules committee and shall promptly notify the town clerk and the moderator as to the officers so elected.</p> <p>Each officer of a standing committee shall hold office at the will of his the committee and may be removed as such officer with or without cause by his the committee.</p> <p>The chairman chair of any standing committee may be removed from such office for failure to discharge properly his their duties by the rules committee.</p>	<p>chair chair</p> <p>his his</p> <p>chair their</p>
Appendix B - Rules of Procedure RTM	<p>Part VII-Sec. 1. Special committees of the members may be established for limited times and for special purposes. Such special committees may be established by the moderator, by the meeting or by the rules committee. The members of any special committee and its chairman chair shall be designated by the moderator except that the rules committee shall designate the members and the chairman chair of any special committee appointed by it or by resolution of the meeting.</p>	<p>chair chair</p>
Appendix B - Rules of	Part VII-Sec. 3. The members of advisory commissions shall be designated by the rules committee, which shall also have	

Procedure RTM	authority to designate the chairman chair of any such commission. If an advisory commission is to be established by the meeting, or if authority for establishment of such a commission is to be sought from the meeting, notice of same shall be included in the warning of a meeting.	chair
Appendix B - Rules of Procedure RTM	<p>Part VIII - District Chairmen Chairs, Vacancies and Resignations</p> <p>Part VIII-Sec. 1. At the annual town meeting, the members of each district shall elect from among themselves a district chairman chair and an alternate district chairman chair. In the event of a vacancy in either or both these posts, the incumbent district chairman chair or alternate district chairman chair, or the moderator, shall call a caucus of the members of the district for the purpose of filling the vacancy. In the event that both the district chairman chair and the alternate district chairman chair are absent from a meeting of the RTM, the moderator shall appoint a temporary district chairman chair from the members of that district to perform the duties of the district chairman chair for that meeting only.</p> <p>Part VIII-Sec. 2. It is the function and responsibility of the district chairman chair to ensure a full slate of candidates for their respective districts for each municipal election, to take charge of filling vacancies in their respective districts, and to perform such other duties as may be assigned to them by the moderator.</p> <p>Part VIII-Sec. 3. Resignation of an RTM member should be given in writing to the town clerk, and the town clerk shall promptly notify the district chairman chair involved and the moderator.</p> <p>Part VIII-Sec. 4. Any vacancy in the office of a town meeting member for any district, from whatever cause arising, shall be filled by appointment by the other town meeting members for said district until the next annual municipal election at which, under state law, the vacancy</p>	<p>Chairs</p> <p>chair chair chair chair</p> <p>chair chair</p> <p>chair</p> <p>chair</p> <p>chair</p> <p>chair</p> <p>chair</p>

	<p>may be filled. Upon filing with the town clerk a certificate of such appointment signed by a majority of such district members, the appointee shall be deemed to have qualified.</p> <p>Within ten (10) days after notification of a vacancy by the town clerk, the district chairman chair shall notify the remaining members of his their district of the vacancy and shall call a caucus of the such remaining members, said caucus to be convened prior to the next regular meeting of the RTM; provided that, if such next regular meeting shall be held less than ten (10) days after notice to the remaining members, the caucus shall be convened not later than the next following meeting of the RTM. The district chairman chair shall seek nominations from such remaining members for filling such vacancy and shall advise such remaining members prior to the convening of said caucus of any nominations received and any proposed members of which he has knowledge. Members not attending the caucus may vote by written absentee ballot presented at the caucus. In the absence of the district chairman chair at a caucus, the members present may elect a temporary chairman chair.</p>	<p>chair their</p> <p>chair</p> <p>chair chair</p>
<p>Appemdex C Administrative Regulations - Article XI</p>	<p>Sec. 1000-9. - Rules and regulations for assessment of sanitary sewer construction.</p> <p>9-10.3 Plans and specifications for such extension shall be submitted to the department of public works for review and recommendation to the sewer commission for its approval. The approved plan shall be signed by the chairman chair of the sewer commission and shall be filed in the town clerk's office.</p>	<p>chair</p>